

**TO: Chief Executive Officers of Tertiary Education
Organisations (TEOs)
NZQA Liaison Officers**

**ATTENTION: NZDipBus Programme Managers
Heads of Business and related departments
Lecturers of NZDipBus papers**

Endorsed Draft Reviewed Prescriptions – 2nd Release

Introduction

NACBS has now endorsed another seven NZDipBus prescriptions.

In circular T2006/006, 4 April 2006, it was noted that the New Zealand Qualifications Authority (NZQA) recognises that many tertiary education organisations (TEOs) are preparing for delivery and assessment of version two of the New Zealand Diploma in Business (NZDipBus L6). Circular T2006/006 provided a request form for those draft reviewed prescriptions that had been endorsed by the National Advisory Committee for Business Studies (NACBS) at their 15 March 2006 meeting.

Release of draft reviewed prescriptions

These draft reviewed prescriptions will be made available only to TEOs with accreditation for the NZDipBus. A request for each draft reviewed prescription may be made on the form attached as appendix one. The request also requires signed agreement by the TEO that if a draft reviewed prescription is used for the purpose of designing assessment materials that these assessment materials cannot be used until after registration of the NZDipBus L6.

Please note that **any draft reviewed prescription is subject to change** until final approval and publication by NZQA. All accredited TEOs will be notified on the release of the reviewed prescriptions.

Number of copies

It has been decided that each campus of any one TEO can have one copy, which cannot be photocopied or reproduced in any way or manner at any time. Each campus must

request its copy through the NZDipBus liaison officer using the form attached in appendix one of this circular.

If a TEO wishes to have copies of those prescriptions released in circular T2006/006 for each of its subsidiary campuses, the NZDipBus liaison officer is welcome to apply for a copy for each campus. Please use the form in T2006/006, and identify the campus, for copies of the prescriptions reviewed in 2005.

Enquiries

Please direct any enquiries relating to the content of this circular to:

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Tertiary Assessment and Moderation
Phone: 04 463 3049
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Linda Glogau
Manager
Qualifications Development and Tertiary Moderation



NEW ZEALAND QUALIFICATIONS AUTHORITY
MANA TOHU MĀTAURANGA O AOTEAROA



Appendix One: Request for Draft Reviewed Prescription – 2nd Release

Name of Tertiary
Education Organisation: _____

Campus: _____

Full Name and Job Title (please print): _____

Signature: _____

The prescriptions must not be photocopied or reproduced in any way or manner at any time and it must not be distributed to other than assessment staff of the above named campus of the tertiary education organisation. Prescriptions are supplied free of charge.

Initial third column for each requested draft reviewed prescription:

Code	Prescription (prescription in brackets is the version one prescription)	Initials	Prescription given (NZQA only)
430	<i>Quantitative Business Methods</i> (160 <i>Quantitative Business Methods</i>)		
435	<i>Fundamentals of Small Business</i> (115 <i>Small Business Management</i>)		
520	<i>The Economic Environment</i> (120 <i>The Economic Environment</i>)		
603	<i>Business Finance</i> (203 <i>Business Finance</i>)		
606	<i>Taxation</i> (206 <i>Taxation</i>)		
620	<i>Managerial Economics</i> (220 <i>Managerial Economics</i>)		
636	<i>Applied Management</i> (236 <i>Applied Management</i>)		

It is agreed that the received draft reviewed prescription will not be used for delivery or assessment.

Please note that **any draft reviewed prescription is subject to change** until final approval and publication by NZQA.

Signature of CEO/Principal/NZDipBus Liaison Officer

(Note: signatures must be original and this form must be posted to NZQA.)

Please return this completed form to:

Natalia Valentino
Tertiary Assessment and Moderation
NZQA
PO Box 160
WELLINGTON