

## National Certificate in Adult Education and Training (Level 4)

**Level** 4

**Credits** 40

### Purpose

The National Certificate in Adult Education and Training (Level 4) is a qualification for people delivering and/or assessing adult education and training. The qualification has been designed for people with diverse backgrounds and experience who are seeking a qualification in the adult education and training field.

People awarded this qualification are able to identify diverse cultural needs of learners, and establish and maintain a culturally safe and inclusive learning environment. The first elective in the qualification reflects competency in the delivery and assessment of adult education and training and may include skills gained in an open and distance learning environment. The second elective requires standards from the *Adult Education and Training* subfield, selected to best suit the type of adult education and training in which the candidate is involved. The qualification allows flexibility to accommodate different personal, work, and skill requirements from across the National Qualifications Framework.

There are no prerequisites to entry. This qualification may stand alone, or lead on to the National Certificate in Adult Education and Training (Level 5) [Ref: 0379].

### Special Notes

People may be granted recognition of prior learning (RPL) on application to the provider. Candidates for RPL must go through an assessment process carried out by registered assessors in accordance with NZQA guidelines.

### Credit Range

	Compulsory	Elective 1	Elective 2
Level 4 or above credits	4	16	20
Minimum totals	4	16	20

### Requirements for Award of Qualification

The National Certificate in Adult Education and Training (Level 4) will be awarded to people who have met the requirements of the compulsory and elective sets.

#### Award of NQF Qualifications

Credit gained for a standard may be used only once to meet the requirements of a qualification.

Reviewed standards that continue to recognise the same overall outcome are registered as new versions and retain their identification number (Id). Any version of a standard with the same Id may be used to meet qualification requirements that list the Id and/or that specify the past or current classification of the standard.

## Detailed Qualification Requirements

### Compulsory

The following standard is required.

Field	Education
Subfield	Adult Education and Training
Domain	Delivery of Adult Education and Training

Id	Title	Level	Credit
7091	Facilitate adult learning in New Zealand's cultural environment	4	4

### Elective 1

A minimum of 16 credits at level 4 or above is required from standards in the following domains.

Field	Subfield	Domain
Education	Adult Education and Training	Delivery of Adult Education and Training
	Generic Education and Training	Assessment of Learning
		Open and Distance Learning

### Elective 2

A minimum of 20 credits at level 4 or above is required, of which

- a minimum of 10 credits is required from standards in the *Adult Education and Training* subfield, and
- the balance of credits may be drawn from anywhere on the National Qualifications Framework.

## Transition Arrangements

### Version 4

Version 4 was issued following review.

Changes to structure and content

- elective 1 requirements reduced from 20 to 16 credits
- credit total for the qualification consequently reduced from 44 to 40 credits
- *Open and Distance Learning* added to elective 1.

For detailed information see [Review Summaries](#) on the Qualifications Authority website.

### Version 3

Version 3 was issued in order to amend the rules and allow all credits to be drawn from the Adult Education and Training subfield in elective 2.

### Version 2

Version 2 was issued in order to amend the rules and allow 10 credits from anywhere on the National Qualifications Framework.

## NQF Registration Information

Process	Version	Date	Last Date for Award
Registration	1	October 1997	December 2005
Revision	2	May 1998	December 2005
Revision	3	February 2001	December 2005
Review	4	September 2003	N/A

## Standard Setting Body

National Qualifications Services  
 NZQA  
 PO Box 160  
 WELLINGTON

Telephone 04 802 3000  
 Email nqs@nzqa.govt.nz

Any person or organisation may contribute to the review of this qualification by sending feedback to the standard setting body at the above address.

The review of this qualification is planned to take place in 2007.

## Certification

The certificate will display the logos of the Qualifications Authority and the provider.

## Classification

This qualification is classified according to the NQF classification system and the New Zealand Standard Classification of Education (NZSCED) system as specified below.

NQF Classification		NZSCED	
Code	Description	Code	Description
240	Education/Adult Education and Training	70199	Education/Teacher Education/Teacher Education not elsewhere classified

### Quality Management Systems

Providers and Industry Training Organisations must be accredited by a recognised Quality Assurance Body before they can register credits from assessment against standards. Accredited providers and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Accreditation requirements and the moderation system are outlined in the associated Accreditation and Moderation Action Plan (AMAP) for each standard.