

National Certificate in Project Management (Level 4)

Level 4

Credits 70

This qualification has been **reviewed**. The last date to meet the requirements is 31 December 2018.

Transition Arrangements

This qualification has been reviewed and replaced by the New Zealand Certificate in Project Management (Level 4) [Ref: 2462].

Existing candidates may complete the requirements of this qualification or transfer their results to the replacement New Zealand qualification.

The last date for entry into programmes leading to the award of this qualification is 31 December 2016.

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

NZQF National Qualification Registration Information

Process	Version	Date	Last Date for Assessment
Registration	1	July 2009	December 2018
Review	2	January 2015	December 2018

Standard Setting Body

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Purpose

The National Certificate in Project Management (Level 4) [Ref: 1500] recognises the skills and knowledge of a project team member. People awarded this qualification will have demonstrated that they have contributed to the management of projects, including the management of a straightforward project or a section of a larger project and working with others in a project team.

The qualification structure recognises the diversity of contexts to which project management competencies are applied. To reflect this, the qualification includes an elective section where the project team member can demonstrate competencies across a range of industry, private sector, public sector, and community contexts.

This qualification comprises a compulsory section of project management standards and an elective section where credits can be drawn from across the National Qualifications Framework.

This qualification leads to the National Diploma in Project Management (Level 5) [Ref: 1501]. Unit 25219, *Manage projects* in the compulsory section is also contained in the Level 5 qualification.

Credit Range

	Compulsory	Elective
Level 4 or above credits	55	15
Minimum totals	55	15

Requirements for Award of Qualification

Award of NZQF National Qualifications

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

Unit standards and achievement standards that are equivalent in outcome are mutually exclusive for the purpose of award. The table of mutually exclusive standards is provided on the New Zealand Qualifications Authority (NZQA) website: <http://www.nzqa.govt.nz/qualifications-standards/standards/standards-exclusion-list/>.

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.

Summary of Requirements

- Compulsory standards
- Elective – A minimum of 15 credits as specified

Detailed Requirements

Compulsory

The following standards are required

Business > Business Operations and Development > Project Management

ID	Title	Level	Credit
25212	Apply scope controls to a project	4	5
25213	Apply time management techniques to a project	4	5
25214	Apply cost management techniques to a project	4	5
25215	Apply quality management techniques to a project	4	5
25216	Apply human resource management approaches to a project	4	5
25217	Apply risk management techniques to a project	4	5
25218	Apply contract and procurement techniques to a project	4	5
25219	Manage projects	4	16

Humanities > Communication Skills > Interpersonal Communications

ID	Title	Level	Credit
11101	Collaborate within a group/team which has an objective(s)	4	4

Elective

A minimum of 15 credits at Level 4 or above
From anywhere on the NZQF

Certification

This certificate will display the logos of NZQA and the accredited organisation.

Classification

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

DAS Classification		NZSCED	
Code	Description	Code	Description
2150	Business > Business Operations and Development > Project Management	080315	Management and Commerce > Business and Management > Project Management

Quality Management Systems

Providers and Industry Training Organisations must be granted consent to assess by a recognised Quality Assurance Body before they can register credits from assessment against standards. Organisation with consent to assess and Industry Training Organisations assessing against standards must engage with the moderation system that applies to those standards. Consent to assess requirements and the moderation system are outlined in the associated Consent and Moderation Requirements (CMR) for each standard.

Reviewed