

Assessment (including Examination) Rules for Schools with Consent to Assess 2016 (EXPIRED)

2. Definitions

In these Rules, unless the context otherwise requires:

"**Act**" means the [Education Act 1989](#).

"**Assessment**" means collecting and evaluating evidence to establish the level of an individual's performance, whether carried out by external methods (common assessment tasks, examinations and portfolio submissions), internal methods, or a combination of external and internal methods, or any other approved method.

"**Assessment Assistant**" means the person appointed, such as a reader or writer, to assist Candidate's access assessment in internal assessment.

"**Assessment Opportunity**" refers to an instance where an opportunity is given to a Candidate to be assessed against a standard.

"**Assessment standard**" means a standard listed on the Directory.

"**Booklet**" refers to the written assessment material including papers used by NZQA for assessment by external methods.

"**Candidate**" means a student entered for assessment against standards on the [Directory of Assessment Standards](#) and/or the [New Zealand Scholarship](#).

"**Chief Executive**" means the Chief Executive of NZQA.

"**Common Assessment Task**" or "CAT" is an assessment task that is developed by NZQA, for the purpose of [Rule 7.1.7](#).

"**Consent to Assess**" is the consent granted to an institution under section 252 of the Act.

"**Credit**" in the context of the value of a qualification or training scheme, represents ten notional learning hours for one credit.

"**Directory of Assessment Standards**" or "**Directory**" is the Directory provided for in section 248A of the Act consisting of all standards listed by NZQA for use by institutions as standards for the assessment of students.

"**Electronic Devices**" are devices with the capability to store, communicate, or retrieve information.

"**Entry**" refers to the information that Schools send to NZQA indicating the standards that a Candidate is being assessed against.

"**Examination Assistant**" means the person appointed, such as a reader or writer, to assist Candidate's access to assessment in external assessment.

"Examination Supervisor" means the person appointed to supervise an examination under [Rule 7.1.2](#).

"Exclusions List" means the list of assessment standards maintained and published by NZQA that have been identified as having the same learning outcomes.

"Fee Schedule" means the schedule of fees charged by NZQA and published on its website pursuant to section 254 of the Act.

"Key Date" refers to the dates as published in the [Key Date Calendar](#) on the NZQA website.

"Instructions to Candidates 2016" are instructions issued in October that outline the examination processes, equipment use restrictions, and the examination timetable to be followed by Candidates who are entered in external NCEA and New Zealand Scholarship examinations.

"Learner log-in" is the web-based platform hosted by NZQA that provides students with electronic access to their record of achievement.

"Managing National Assessment" or **"MNA"** is the review by NZQA of the School's processes or systems for managing assessment for qualifications, including systems for achieving valid, fair, accurate and nationally consistent internal assessment.

"Moderation" provides an assurance that assessment decisions in relation to assessment standards are consistent nationally.

"New Zealand Qualifications Framework" or **"NZQF"** means the framework provided for in section 248 of the Act.

"NZQA" means the New Zealand Qualifications Authority as continued under section 256A of the Act.

"Principal's Nominee" means a staff member nominated by the Principal of a School under [Rule 4.a](#).

"Publish" means to make available on the [NZQA website](#).

"Qualification" means a qualification listed on the NZQF.

"Record of Achievement" means an individual student's transcript of standards credited and national or New Zealand qualifications completed, maintained by NZQA.

"Scholarship" means the [New Zealand Scholarship](#) awards and the external assessments associated with those awards.

"School" means any relevant School with Consent to Assess within the meaning of section 246 of the Act.

"School days" refers to days that the School is open for instruction.

"Standard" means a standard listed on the Directory, or a [New Zealand Scholarship](#) performance standard.

"University Entrance" means the common educational standard established under section 247 of the Act (or its predecessor section) as a prerequisite for entrance to university for people who have not attained the age of 20 years.

"Verification" means a process of confirming grade judgements in the assessment process.

"Verified languages" means Cook Islands Māori, Indonesian, Korean and Tongan (Level 1 and 2) (being those languages where external assessment is carried out by the School and results are verified by NZQA).

"Vocational Pathway" is a certification, under [Rule 8.7](#), recognising a student's achievement in specific 'sector-related' standards.

