

CONSENT AND MODERATION REQUIREMENTS (CMR)

for NZQA Base Scope of Assessment for Schools

(version 8)

Contact for Field Māori

NZQA
Māori Qualifications Services
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Wellington 6140
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Contact for non-Field Māori

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Arts and Crafts > Music

Domain	Standard IDs
Music Technology	23730, 27656-27658

Arts and Crafts > Niue Arts and Crafts

Domain	Standard IDs
Niue Arts	21286-21293
Niue Crafts	21298-21300, 21302, 21303, 21305, 21306
Niue Music	21310, 21311

Computing and Information Technology > Computing

Domain	Standard IDs
Computer Support	29784, 29798
Generic Computing	2780, 2781, 2784, 2785, 2789, 2792, 2796, 2797, 5940, 5943, 5946, 5951, 5953, 5955, 5968, 6743, 6745, 18734, 18743, 18756, 18758, 20332, 24872, 25659, 25662, 25782, 26226, 26228, 29769-29783, 29785-29797
Software Development - Programming	18739-18741

Core Generic > Core Generic

Domain	Standard IDs
Financial Capability	24695, 24697, 24699, 24705, 24709, 28087-28104, 29558

Engineering and Technology > Design

Domain	Standard IDs
Design - Graphic Communication	7515, 7517, 7521
Generic Design	7496

Humanities > Languages

Domain	Standard IDs
English for Academic Purposes	22749-22751, 22891, 22892, 30507-30511
English Language	27996-28001, 28062, 28068-28070, 30978-31021, 31023-31030, 31033, 31035, 31036, 31040, 31041, 31044, 31046
Vagahau Niue	19809-19838, 29694-29708, 29846

Humanities > Pacific Studies

Domain	Standard IDs
Cook Islands Tradition and Culture	28040-28042
Niue Tradition and Culture	21313, 21315-21321
Pacific Change and Development	17165-17167
Pacific Indigenous Knowledge	17162-17164, 26538-26540
Pacific Societies	17168-17170

Māori > Environment Māori

Domain	Standard IDs
Māori Environmental Management	6138
Māori Environmental Practices	6137, 6139, 6141-6143, 6147, 15976, 15983, 15985, 15987, 15988, 15990, 15991, 19670, 19671
Wāhi Tapu	6140, 6144, 21847, 27652, 28917

Māori > Manaaki Marae - Marae Hospitality

Domain	Standard IDs
Manaaki Marae - Takatū Kai	21232, 21248, 21253, 27509, 27510, 31159, 31161, 31287, 31288
Manaaki Marae - Whāngai Manuhiri	29566-29569, 30540, 30541, 31160

Māori > Mana Wahine

Domain	Standard IDs
Te Aho Wahine	10696, 10707, 16056, 25762-25764

Māori > Māori Business and Management

Domain	Standard IDs
Māori Management - Generic	16073, 30078

Māori > Māori Performing Arts

Domain	Standard IDs
Māori Performance	13359, 13363, 13367, 13371, 15019, 15020, 22752-22757, 27698
Māori Performing Arts Creation	29564
New Māori Dance	22759, 22760, 30428
New Māori Music	18715, 31191-31193

Māori > Mau Rākau

Domain	Standard IDs
Te Mau Rākau	27546-27548, 27550-27552
Te Parawhakawai	20948-20950, 27544, 27545
Te Rangatiratanga Mau Rākau	27549

Māori > Ngā Mahi a te Whare Pora

Domain	Standard IDs
Raranga	7869, 7873, 7879, 7881, 7882, 7906-7908, 29531, 29533, 29711

Domain	Standard IDs
Tāniko	7886, 7888, 31649-31651
Taonga	29710, 30061, 31282-31284
Whatu	31285, 31286

Māori > Reo Māori

Domain	Standard IDs
Kōrero	7271, 30735-30738, 30751-30754, 31614-31621
Pānui	7267, 30739-30742, 30755-30758, 31622-31629
Tuhituhi	7259, 30743-30746, 30759-30762, 31630-31637
Whakarongo	7263, 30747-30750, 30763-30766, 31638-31645

Māori > Taonga Pūoro

Domain	Standard IDs
Ngā Kōrero o Neherā	30236, 30237, 30240, 30241, 30244, 31119, 31120
Te Whakatangi	30239, 30243, 30246, 31121, 31122
Te Whakatīnanatanga	30238, 30242, 30245, 31117, 31118

Māori > Te Ara Hou ki te Ora

Domain	Standard IDs
Hauora	15299, 15310, 15312, 15314, 15315, 15986, 18352-18354, 18356, 18357, 18360, 18361, 18363, 18560, 29559, 29583-29589
Whānau Ora	30617-30626

Māori > Te Ara Nunumi - Bereavement Pathways Māori

Domain	Standard IDs
Te Ara Nunumi - Ā-Kiko	21433, 21434, 27132, 27133

Domain	Standard IDs
Te Ara Nunumi - Ā-Mahara	23640, 23641, 27131
Te Ara Nunumi - Ā-Wairua	27144

Māori > Te Mātauranga Māori me te Whakangungu

Domain	Standard IDs
Te Mātauranga Māori Whāiti	30339-30346
Te Mātauranga Māori Whānui	16030, 16047-16050

Māori > Tikanga

Domain	Standard IDs
Tikanga Concepts	16032-16034, 16038, 16041-16044, 16054, 16058, 16160, 16165, 16167, 27105-27108, 27110, 27118, 27120, 27123, 27124, 27126, 27127, 27129, 29316, 29318-29320
Tikanga Issues	16046, 16051-16053, 16059, 27125, 27128, 29317
Tikanga Practices	16057, 16136, 16139, 16142, 31505-31509

Māori > Tourism Māori

Domain	Standard IDs
Environmental Tourism Māori	17788, 17789, 17791, 31071
Tourism Māori Practices	17383-17385, 17391, 17578, 17784, 17786, 31070

Māori > Whakairo

Domain	Standard IDs
Mana Whakairo	2572, 2574
Whakaraupapa Whakairo	31533

Māori > Whenua

Domain	Standard IDs
Governance of Māori Authorities	16068, 16070, 21655
Te Whakamahi Whenua	6145, 6146, 15974, 15975, 15980, 15982, 15992, 15994, 19531, 19535, 25469-25471, 25473-25478
Te Whakamau Whenua	16377

Sciences > Mathematics

Domain	Standard IDs
Algebra	5223
Number	26567
Trigonometry	5236

Sciences > Science

Domain	Standard IDs
Biology	6314, 6315
Chemistry	6345, 6347, 8949
Science - Core	27388

Social Sciences > Social Science Studies

Domain	Standard IDs
History	5840
Legal Studies	8545, 8551, 8552, 8555, 10337, 10347, 27835-27852
Sociology	8989-8991, 8993-8995, 8997-8999, 9001-9003, 9005-9007, 28119-28121

Requirements for Consent to Assess (RCA)**Introduction**

The purpose of the Requirements for Consent to Assess (RCA) is to set out the nature of the process for granting consent to assess and involvement of the standard setting body (SSB) and others in the process, and to set out the SSB's industry or sector-specific

requirements for a tertiary education organisation (TEO)¹ or school's quality systems in relation to the gazetted "criteria for accreditation".

Standard Setting Body involvement in process for granting consent to assess

Levels 1 - 4 Evaluation of documentation by NZQA.

Visit waiver conditions

None.

Areas of shared responsibility

None.

Fees for SSB involvement in process for granting consent to assess

The SSB may choose to charge reasonable fees for their involvement in granting consent to assess. Contact the SSB for further information.

Additional fees can be charged by [NZQA](#), and the Committee for University Academic Programmes (CUAP) for involvement in granting consent to assess.

Contact the relevant quality assurance body (QAB) for information.

General requirements for accreditation

These are the general requirements for accreditation of providers gazetted in 1993. Applicants should consult their QAB ([NZQA](#) or CUAP) for details of the requirements.

Criterion 1 Development and evaluation of teaching programmes

There is a system for developing coherent teaching programmes and for their evaluation, which should include evaluation by learners/consumers.

Criterion 2 Financial, administrative and physical resources

Adequate and appropriate financial and administrative resources will be maintained to enable all necessary activities to be carried out.

Adequate, appropriate and accessible physical resources will be available for supporting students to meet the required standards.

Criterion 3 Staff selection, appraisal and development

A teaching staff with the necessary knowledge and skills will be maintained through staff selection, appraisal, and development.

¹ Tertiary education organisation (TEO) includes public and private tertiary education providers, industry training organisations, government training organisations, and other providers.

Criterion 4 Student entry

There is a system for establishing and clearly publicising student entry requirements that include no unreasonable barriers.

Criterion 5 Student guidance and support systems

Students have adequate access to appropriate guidance and support systems.

Criterion 6 Off-site practical or work-based components

There are arrangements for ensuring that any off-site practical or work-based components are fully integrated into the relevant programmes.

Criterion 7 Assessment

There is a system for ensuring that assessment is fair, valid, and consistent.

Criterion 8 Reporting

There is a system for providing students with fair and regular feedback on progress and fair reporting on final achievements, with an associated appeals procedure.

There is a reliable system for archiving information on final student achievements.

Industry or sector-specific requirements for consent to assess

None, however, please note that for standards classified under Field *Māori*, Te Hono o te Kahurangi framework applies. This is to ensure schools are responsive to Māori language and cultural requirements, to Māori learning and teaching styles, and to Māori aspects of spirituality. For more information, please refer to Appendix 1 of this document.

Non-compliance with requirements for maintaining consent to assess

Where there is evidence of non-compliance with the requirements for consent to assess, the QAB (NZQA or CUAP) will seek remedial action. In cases where this action is ineffective and non-compliance continues, or in cases of repeated non-compliance, the QAB will take action that can ultimately lead to the withdrawal of consent to assess.

Implementation

NZQA is able to provide sufficient trained participants to service the requirements of processes for granting consent to assess.

Moderation Requirements (MR)

A centrally established and directed national external moderation system has been set up by NZQA.

Introduction

The purpose of the Moderation Requirements (MR) is to provide details on the national external moderation system, developed by NZQA, to ensure that assessment decisions of TEOs and schools with consent to assess are consistent with the national standard. All TEOs and schools with consent to assess against the standards in this CMR must meet the requirements for moderation outlined in this MR.

NZQA manages moderation systems for schools and TEOs assessing against the standards covered by this CMR.

Schools contact:

School Quality Assurance and Liaison

Email: schoolsliasion@nzqa.govt.nz

Telephone: 04 463 3000

Fax: 04 463 3113

TEOs contact:

Monitoring and Assessment

Email: qaadmin@nzqa.govt.nz

Telephone: 04 463 3000

Moderation System

National external moderation systems are developed to ensure that assessment decisions in relation to assessment standards are consistent nationally.

Feedback from national external moderation contributes to standard-setting and to improvements in assessment practice and outcomes for learners.

Responsibilities

Three NZQA business units share the responsibility for national external moderation for the standards covered by this CMR.

The Assessment and Moderation business unit is responsible for producing and quality assuring moderation reports.

The School Quality Assurance and Liaison and the Monitoring and Assessment teams are responsible for establishing and monitoring annual moderation plans with schools and TEOs respectively. Final accountability and decision-making rests at management level.

Moderators

NZQA appoints or contracts moderators, selected for their assessment and curriculum or subject expertise, to carry out the national external moderation of assessor decisions and assessment materials and to complete a moderation report for each moderated standard.

Each moderation system has a National Moderator whose role includes providing leadership in the interpretation of standards and monitoring consistency of moderator decisions in their system.

Liaison with NZQA

Each school must appoint a Principal's Nominee and each TEO a Moderation Liaison who will be responsible for ensuring their organisation engages in national external moderation of NZQA-managed standards.

Meeting national external moderation requirements

Schools meet national external moderation requirements when they:

- meet moderation deadlines
- provide assessment materials and make assessor judgements that are fair and valid
- provide assessment materials that reflect the requirements of the standard.

TEOs meet national external moderation requirements when they:

- provide an assessment plan for the year that fully reflects the organisation's assessment intentions
- meet moderation deadlines
- provide assessment materials and make assessor judgements that are fair and valid
- provide assessment materials that reflect the requirements of the standard.

It is the responsibility of TEOs with consent to assess and intending to assess against these standards to contact NZQA so that national external moderation of assessments can be arranged. All TEOs with new consent to assess or change of scope must contact Monitoring and Assessment to advise when assessment against standards covered by this CMR will commence.

Assessment plan

Schools are not required to submit an assessment plan but may do so if they choose.

TEOs are required to submit an assessment plan that captures the organisation's assessment intentions. On an annual basis (usually in November), Monitoring and Assessment requests an assessment plan, identifying standards the TEO is likely to be assessing and/or reporting credit during the next academic (usually calendar) year. TEOs may request, on their assessment plan, that particular standards or groups of standards be selected for moderation in that year.

Moderation plan

The moderation plan, created from the assessment plan, lists the sample of standards selected by NZQA for moderation in the academic year.

The moderation plan also includes a submission date(s) (the date by when materials must be submitted to the moderator, although materials may be submitted prior to this date).

- Schools may negotiate changes to the moderation plan if the standard was not assessed in the previous year and will not be assessed in the current year.
- Each year, NZQA will select standards that are mandatory for schools. These standards cannot be negotiated.
- TEOs may negotiate changes to the moderation plan if standards selected for moderation will not be assessed by the submission date.

Moderation plans for the relevant academic year are available online through the organisation's provider login at <http://www.nzqa.govt.nz/login>.

Selecting standards for moderation

For schools, a representative sample of standards will be selected from results reported in the previous year. Additional standards may be selected based on national external moderation results history.

For TEOs, the selection of standards depends on a combination of factors, which include:

- the amount of assessment being carried out;
- the range of moderation systems from which standards are being assessed;
- the number of standards being assessed within those moderation systems;
- risk factors, such as health and safety;
- any other contributing quality assurance considerations (for example, moderation results history or ongoing non-compliance) or requirements (for example, additional moderation).

Submission date

The submission date is the date by when materials must be submitted to the moderator.

- School submission dates are between March and December.
- TEO submission dates are usually between June and November.

Detailed information for TEOs about assessment and moderation plans is available in the *National External Moderation Guidelines for TEOs*, published on the [NZQA website](#).

How moderation occurs

National External Moderation is carried out online, generally by individual moderators, and is usually post-assessment i.e. approval of assessment material and the review of assessor judgements are completed simultaneously after assessment has occurred.

Kāhui or fono

For some moderation systems, mainly in Field Māori or Pasifika, moderation occurs through kāhui or fono. At these meetings moderators moderate submitted assessment materials and learner samples concurrently. The systems for which moderation occurs through kāhui or fono will be confirmed annually by NZQA. The submission date for these systems may be different to the overall submission date shown on the moderation plan. In these cases, the kāhui or fono submission date will be identified on the moderation plan.

Guidance on how to submit material for external moderation is available on the [NZQA website](#).

The focus of moderation is on assessor decisions. NZQA may not moderate assessment materials, particularly where assessor decisions in relation to assessment standards are nationally consistent.

Pre-assessment moderation

NZQA recognises the academic autonomy of organisations with consent to assess to use self-developed assessment materials. Pre-assessment moderation by NZQA of

assessment materials is not usually required. Situations in which pre-assessment moderation may be requested include:

- newly registered standards which include health and safety components that present a potential risk if not validly assessed
- organisations with consent to assess where issues have been identified around their capability to develop valid assessment material.

On-site moderation

An on-site moderation visit may occur to observe and verify assessor decisions for standards which contain practical components. Moderation visits are carried out by moderators. An NZQA staff member may also be in attendance. Schools and TEOs will be notified if an on-site visit is part of the moderation process. The timing of the visit will be at a time mutually agreed between the organisation with consent to assess and NZQA.

Materials required for moderation

Materials submitted for moderation must include:

- the assessment tool or assessment activity or instructions given to the learner (learner evidence guide)
- an assessment schedule (that includes evidence and judgement statements)
- samples of assessed learner work.

The assessor decisions for each sample of learner work must be clearly identified. Individual learners must be clearly identified where the learner is part of a group performance.

Learner samples

Learner samples must be a complete sample for each individual learner, rather than composite samples.

Schools are required to submit:

- eight samples of learner work for standards for which more than one grade is available (i.e. achieved, merit, excellence).
- four samples of learner work for standards for which the only available grade is achieved.

Each school is required to have systems in place for random selection of learner samples for the standards listed in the moderation plan. A guideline for the selection of learner samples for moderation is available on the [NZQA website](#).

TEOs are required to submit:

- eight samples of learner work for standards for which more than one grade is available (i.e. achieved, merit and excellence)
- three samples of learner work for standards for which the only available grade is achieved.

For standards for which more than one grade is available, the sample submitted by each TEO must include assessed work for each grade awarded. The majority of samples must be 'achieved' or higher and any 'not achieved' samples must be borderline.

Reporting

Moderation reports

Moderation reports include feedback on assessor judgements and may include feedback on assessment materials.

Moderation reports are uploaded to the school provider login or TEO's homepage on the NZQA website - <http://www.nzqa.govt.nz/login>. For postal moderation submissions, moderated assessment materials and learner samples are returned to the school/TEO.

Annual summary of moderation outcomes

For schools, a letter and report summarising moderation outcomes is sent to the Principal and Principal's Nominee at the end of the moderation cycle.

For TEOs, an annual summary is sent to the Quality Assurance Contact and Moderation Liaison at the end of the moderation cycle. The summary will detail what actions, if any, are required to address issues identified by moderation (See *Non-compliance with moderation requirements* below).

Querying moderation reports

Schools and TEOs unclear about the meaning of comments in a moderation report may lodge a query with the moderator. Guidance is available on the [NZQA website](#).

Feedback on the national external moderation system

Schools and TEOs with consent to assess may provide NZQA with feedback on the national external moderation system at any time. NZQA will evaluate the moderation system at least every three years, with feedback sought from participants as to its effectiveness and efficiency. Where significant changes are made, NZQA will revise the CMR's MR to reflect the changes. Information about significant changes to the MR will be promulgated on the NZQA website. Minor changes to the management of the moderation system will be communicated via circulars to schools and to TEOs through the TEO Guidelines.

Funding

Costs associated with establishing and centrally managing the national external moderation system will be funded by NZQA. This funding excludes the QAAM™ process and NZQA Best Practice Workshops. Please refer to the NZQA website for the costs relating to these services. If moderators are required to provide additional support to organisations with consent to assess, this will be charged at \$190/hr (GST excl.)

For TEOs, NZQA may charge for any additional activities required by them to address issues identified through moderation or other non-compliance with national external moderation requirements (for example, non-submission of assessment material and/or learner samples). These activities (such as pre-assessment moderation, additional moderation, on-site moderation, assessment practice reviews, and visits to TEOs to discuss assessment or moderation issues) will be charged at \$190/hr (GST excl.)

Non-compliance with moderation requirements

Non-compliance with meeting the requirements of this moderation system will result in further action by NZQA. Ongoing unresolved non-compliance will be referred to the appropriate QAB (NZQA or CUAP). Ultimately the QAB may withdraw consent to assess.

When a school is non-compliant, follow-up action will normally be initiated by the NZQA School Relationship Manager.

When a TEO is non-compliant, follow-up action will normally be initiated by the Monitoring and Assessment Evaluator.

Ongoing non-compliance

Where non-compliance continues, actions that may be taken by NZQA business units for schools and TEOs may include but are not limited to:

- request for revised assessment materials (and associated learner samples) to be submitted for moderation
- request for an action plan to address identified issues
- additional targeted moderation in the system(s) in which non-compliance has been identified, which may include NZQA nominating specific learner samples to be submitted
- additional moderation in systems other than those in which non-compliance has been identified, which may include NZQA nominating specific learner samples to be submitted
- focused reviews of assessment practice
- imposing a condition on the organisation's Consent to Assess.

Further information for TEOs about non-compliance with National External Moderation requirements is available on the [NZQA website](#).

Appeals

Appealing moderation decisions

An appeal process is in place for occasions when an organisation disagrees with a moderator's decisions. Guidance is available on the [NZQA website](#).

The outcome of the appeal is final.

DAS Registration Information

Process	Version	Date
Registration	1	December 2001
Revision	2	March 2002
Revision	3	July 2002
Revision	4	August 2002
Review	5	January 2004
Revision	6	December 2005
Review	7	January 2013
Review	8	October 2019

The next CMR review is planned to take place during 2024.

Appendix 1 Te Hono o te Kahurangi quality assurance

All providers of field *Māori* unit standards listed on the DAS must show how the kaupapa (principles) of Te Hono o Te Kahurangi are expressed by their organisation. This may include threading te reo Māori and tikanga Māori throughout their teaching and assessment practices. Please refer to <https://www.nzqa.govt.nz/maori-and-pasifika/te-hono-o-te-kahurangi/>.

This table outlines definitions and translations of ngā kaupapa o Te Hono o Te Kahurangi.

Ngā Kaupapa <i>The Principles</i>	Whakamāramatanga <i>Definitions</i>	<i>Active translation</i>
Rangatiratanga	Ka hua te rangatiratanga mā te whakatinana i tā te Māori titiro ki te ao i te wā e uruparetia ana ngā tūmanako me ngā whakahihiritanga o te ākonga, o te whānau, o te hapū, o te iwi, o te hāpori Māori, o te hāpori whānui.	Autonomy realised through the enactment of a Māori world-view in response to the aspirations and driving motivators of ākonga, whānau, hapū, and where relevant, the Māori community and sector stakeholders.
Whanaungatanga	Ka tuia, ka kumanutia hoki ngā whanaungatanga kia mau tonu ai ngā hononga i runga i te kauanuanu, i te pono me te māramatanga, hei painga mō te katoa.	Connecting, fostering, and maintaining relationships based on respect, integrity and understanding for the benefit of all.
Manaakitanga	Te whakaatu i te hāpaitanga o te mana mā roto i ngā whanonga me ngā mahi manaaki i te ākonga, i te whānau, i te hapū, i te iwi, i te hāpori hoki.	Manaakitanga realised by mana enhancing behaviour and practises for the care of ākonga, whānau, hapū, iwi, and community.
Pūkengatanga	E whakahua ana i te mātauranga me ngā pūkenga e mau tonu ai ngā mātāpono, ngā whakaponu, ngā hiahia matua me ngā tūmanako o te iwi.	Represents the knowledge and skills to ensure the principles, beliefs, needs and aspirations of the people are sustained.
Kaitiakitanga	Te rokirokitanga, te kaitiakitanga, te hāpaitanga hoki o te ao me ōna taonga hei painga mō te katoa.	Preservation, guardianship and enhancement of the world and its treasures for the benefit of all.
Te Reo Māori	E ora ana, e momoho ana, e matomato ana hoki te tipu o te kākano o te reo Māori.	The Māori language is alive, vibrant, and flourishing.