National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace) (Level 5)

Level 5

Credits 40

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 Adult Literacy and Numeracy Education (Vocational/Workplace) (Level 5) [Ref: 2754].

Those currently enrolled in programmes leading to the expiring qualification may complete or transfer to the new qualification.

The last date for entry for the replaced qualification is 31 December 2017. Providers need to ensure any candidates enrolled in programmes after the listing of the New Zealand qualification will have sufficient time to complete by the last date for assessment.

Existing candidates may either complete programmes leading to the replaced qualification or transfer results to the New Zealand qualification. The last date to meet the requirements of the replaced qualification is 31 December 2018. At that point the qualification will be designated discontinued and from that date no results can be reported against the qualification.

It is anticipated that no existing candidates will be disadvantaged by these transition arrangements. However, anyone who feels that they have been disadvantaged may appeal to NQS at the address below. Appeals will be considered on a case-by-case basis.

For detailed information see Review Summaries on the NZQA website.

NZQF National Qualification Registration Information

<table>
<thead>
<tr>
<th>Process</th>
<th>Version</th>
<th>Date</th>
<th>Last Date for Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration</td>
<td>1</td>
<td>August 2006</td>
<td>December 2013</td>
</tr>
<tr>
<td>Review</td>
<td>2</td>
<td>August 2010</td>
<td>December 2018</td>
</tr>
<tr>
<td>Review</td>
<td>3</td>
<td>January 2016</td>
<td>December 2018</td>
</tr>
</tbody>
</table>
Standard Setting Body

NZQA National Qualifications Services
PO Box 160
Wellington 6140

Telephone 04 463 3353
Email nqs@nzqa.govt.nz
Website http://www.nzqa.govt.nz/
National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace) (Level 5)

Level 5
Credits 40

Purpose

The National Certificate in Adult Literacy and Numeracy Education (Vocational /Workplace) (Level 5) [Ref: 1253] recognises expertise in adult education and training, and thereby contributes to the improvement of the foundation skills (literacy and numeracy) of adult learners in Aotearoa New Zealand. It is a professional qualification for adult literacy and numerator educator competence in Aotearoa New Zealand.

This qualification is intended to raise the skills of the adult educator to develop the literacy and numeracy skills of learners within the context of a training/education programme. It is particularly relevant for existing practitioners who deliver programmes and who are recognised as adult educators in their own field. They might be workplace trainers and/or assessors, or vocational tutors or lecturers; the programme could be on-job or off-job.

This qualification assumes a professional level of expertise in adult education and training, including cultural perspectives that underpin their teaching for Māori learners and learners from other cultures. This is not an entry-level qualification.

The compulsory section of the National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace) contains Unit 21204, Develop adult learners' literacy and numeracy skills within a training or education programme. The elective credits may be gained from a range of standards as appropriate to the educator’s needs and context.

People awarded the National Certificate in Adult Literacy and Numeracy Education (Vocational/Workplace):  
- understand historical and theoretical issues underpinning adult literacy and numeracy education in Aotearoa New Zealand
- are knowledgeable about Māori adult literacy
- are able to identify the literacy and numeracy demands of their programme
- are able to identify a person’s literacy and/or numeracy strengths and needs and assess their progress
- are able to embed literacy and numeracy skills development into their programme and use appropriate teaching strategies
- are able to evaluate effectiveness of strategies and activities and any literacy support in the training or education programme
- have demonstrated competence in other areas relevant to their programme.

People who achieve this qualification may wish to progress to the National Certificate in Adult Literacy and Numeracy Education (Educator) (Level 5) [Ref: 1212] and/or to qualifications in Adult Education and Training.
Credit Range

<table>
<thead>
<tr>
<th></th>
<th>Compulsory</th>
<th>Elective</th>
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</thead>
<tbody>
<tr>
<td>Level 5 credits or above</td>
<td>30</td>
<td>10</td>
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<tr>
<td>Minimum total</td>
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<td>40</td>
</tr>
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</table>

Requirements for Award of Qualification

**Award of NQF 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 in section 7 of the New Zealand Qualifications Authority (NZQA) Rules and Procedures publications available at [http://www.nzqa.govt.nz/ncea/acrp/index.html](http://www.nzqa.govt.nz/ncea/acrp/index.html).

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 10 credits as specified

**Detailed Requirements**

**Compulsory**

The following standard is required

**Education > Adult Education and Training > Adult Literacy and Numeracy Education**

<table>
<thead>
<tr>
<th>ID</th>
<th>Title</th>
<th>Level</th>
<th>Credit</th>
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</thead>
<tbody>
<tr>
<td>21204</td>
<td>Develop adult learners’ literacy and numeracy skills within a workplace training or education programme</td>
<td>5</td>
<td>30</td>
</tr>
</tbody>
</table>

**Elective**

A minimum of 10 credits at Level 5 or above

<table>
<thead>
<tr>
<th>Field</th>
<th>Subfield</th>
<th>Domain</th>
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</thead>
<tbody>
<tr>
<td>Education</td>
<td>Adult Education and Training</td>
<td>Adult Literacy and Numeracy Education</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Delivery of Adult Education and Training</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Design and Development of Adult Education and Training</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Evaluation in Adult Education and Training</td>
</tr>
</tbody>
</table>
Transition Arrangements

Version 2

Version 2 was issued following review in order to update content.

Changes to content
- Title of the qualification has changed to reflect the new domain name and its emphasis on both literacy and numeracy.
- Domain names in the elective were updated and exemptions were included for earlier classifications.

For detailed information see Review Summaries on the NZQA website.

This qualification contains classifications that replaced earlier classifications. For the purposes of this qualification, people who have gained credit for the standards in the expiring or expired classifications are exempt from the requirement to gain credit for the standards in the new classifications – see table below.

<table>
<thead>
<tr>
<th>Standards from</th>
<th>Are treated as Standards from</th>
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</thead>
<tbody>
<tr>
<td>Education &gt; Adult Literacy Education &gt; Adult Literacy Educator</td>
<td>Education &gt; Adult Education and Training &gt; Adult Literacy and Numeracy Education</td>
</tr>
<tr>
<td>Education &gt; Generic Education and Training &gt; Open and Distance Learning</td>
<td>Education &gt; Generic Education and Training &gt; Open, Flexible, and Networked Learning</td>
</tr>
</tbody>
</table>

People currently working towards version 1 may choose to complete that version or transfer their results to version 2. The final date for entry into programmes leading toward version 1 of this qualification is 31 December 2010. The final date for assessments to take place for version 1 is 31 December 2013.

It is not intended that anyone be disadvantaged by this review. People who wish to seek advice or feel disadvantaged by these transition arrangements are advised to contact National Qualifications Services at the address below.
Certification

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

Classification

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

<table>
<thead>
<tr>
<th>DAS Classification</th>
<th>NZSCED</th>
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</thead>
<tbody>
<tr>
<td>Code</td>
<td>Description</td>
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<tr>
<td>2154</td>
<td>Education &gt; Adult Education and Training &gt; Adult Literacy and Numeracy Education</td>
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</table>

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.