



## Private Training Establishment Student Prospectus



### Study with us and experience our unique approach including;

- A smaller class size and a personalised experience – we know our students by name
- Connect with local businesses and employers throughout the course
- A hands-on applied teaching style based on what NZ employers are looking for
- Fees free - contact us to see if you are eligible for the Governments first year tertiary study fees free offer

**New Zealand Qualification Authority  
Category One Education Provider**



**EmployNZ**  
Tertiary Institute

## Welcome

EmployNZ Tertiary Institute is a New Zealand Qualification Authority Category 1 Private Training Establishment. We offer 2 high quality Diploma level courses in IT and Computing.

We currently have around 300 domestic and International students and provide a modern and uncrowded learning environment.

At EmployNZ we believe that becoming more employable should be the key driver of education. We commit to providing you with a high quality education which will result in a worthy qualification, and ultimately employment in your chosen field.



## Our Difference

We have been providing excellent education and employment outcomes for almost 2 decades. We are passionate about helping our students fulfil their potential by providing high quality educational services.



**We do everything we can to ensure the quality of your education is world class. This includes;**

- A modern purpose built campus
- Smaller class size and a personalised experience
- Course content that is individualised and contextualised to your life skills and career path
- A hands on applied teaching style that is based on real world requirements (and not just theory)!
- We know our students by name, you will never be just another number with us!

**Our programmes are designed to give you the knowledge you need to succeed in your chosen field. Our curriculum is;**

- Informed by what New Zealand Employers are currently looking for in their ideal candidates
- Based on a New Zealand cultural context
- Designed to open potential career pathways
- Underpinned by a quadruple bottom-line approach (cultural, financial, social, environmental)
- Flexible – some courses have a part-time study option, or a study by paper option.



**Our tutors are highly trained and are experts in their field, they will improve your learning experience by:**

- Being available to provide academic assistance in and out of the class
- Running small group sessions and / or the tutorials themselves
- Giving in-depth assessment marking and feedback
- Delivering the curriculum using an educational facilitation approach

**We add value to your learning experience with:**

- A personalised approach
- Field trips or work based learning with local employers
- Guest speakers from local business leaders
- Career advisors available to discuss career direction and next steps once you graduate
- Logon to Questia research library
- Graduation gift

**Study with us and experience our unique approach**



## Student Experience

### Career Planning

EmployNZ specialises in career planning and pre-employment training. We can help you update your CV and prepare for interviews. We have dedicated work brokers who know the local labour market and are available to meet with you.

### Learning Support

Our Tutors are available to help with academic requirements including writing assignments and studying for exams. Our IT department can assist with computer and technical support.

### Courses Available

EmployNZ offers 2 high quality Diploma level qualifications. Each programme is based on local and International research in Information Technology.

- NZ Diploma in Information Technology (Technical Support) Level 5
- NZ Diploma in Systems Administration Level 6

### Intake Dates

- February 4th
- April 29th
- July 22nd
- October 14th

### Category One Provider

NZQA measures the performance of education providers in New Zealand. EmployNZ has always been a category one provider judged "Highly Confident in Education Performance" and "Highly Confident in Capability in Self-Assessment"

### Campus

Our brand new purpose built training facility in Tauranga provides a comfortable learning environment and includes large student kitchen facilities, temperature controlled classrooms, free Wi-Fi, lifts for access and the latest teaching technologies. The campus also has an espresso bar and hair stylist located in the same building.

Our campus is multi-cultural and includes a mix of domestic and international students as well as a mix of ages. We are located on the city fringe close to the CBD of Tauranga with many cafes, restaurants, gyms, childcare facilities and the library close by.

### Industry Connections

We have excellent community and business networks who we work closely with to ensure our courses are up to date, relevant and based on the real world requirements of employers.

As part of the programme there may be guest speakers from relevant organisations, visits to local businesses and the opportunity to do project work with local employers. You will have the opportunity to make industry connections throughout the course.

### Tauranga Business of the Year 2016

EmployNZ won the 2016 Westpac Tauranga Business of the Year award and Social Enterprise award. The judges concluded "EmployNZ was a stand-out in all judging categories, their Employee / Customer satisfaction results exceeded 95%."

## New Zealand Diploma in Information Technology (Technical Support)

(Level 5) (120 Credits)

### Programme Objective

The purpose of this qualification is to provide a broad understanding of the core concepts and practical skills in computing and information technology, with a technical support focus. Graduates will develop an awareness of the IT environment, appreciate the needs of users, and be able to provide a high standard of IT technical support. They will also be able to operate within the applicable professional standards and practice, as part of a team, or independently with a broad level of supervision.

### Entry Criteria:

There are no mandatory prerequisites for this qualification. Applicants must be at least 17 years of age.

Applicants are recommended to hold one of the following qualifications, or equivalent knowledge, skills and experience:

NCEA Level 2 or 3, or;

- New Zealand Certificate in Computing (Intermediate User) level 3
- New Zealand Certificate in Computing (Advanced User) level 4
- New Zealand Certificate in Information Technology Essentials

All applicants will be required to complete an enrolment form and may be interviewed in person or via telephone or skype to evaluate their suitability for the programme.

### Modules

Module	Title	Hours	Credits
Module 1	IT Systems and Problem Solving	10 weeks x 30 hours	30
Module 2	Networking Concepts	10 weeks x 30 hours	30
Module 3	IT Desktop Support	10 weeks x 30 hours	30
Module 4	Software Development	10 weeks x 30 hours	30

## Future Study Path

This qualification provides a pathway to a specialist Level 6 IT qualification including the New Zealand Diploma in Systems Administration (Level 6) or other undergraduate qualifications.

### Possible Employment Outcomes

This qualification will prepare you for a range of employment opportunities including as a computer technician, help desk and technical support officer, applications support analyst (entry level), and many other IT support roles.

Duration	1 year (40 weeks)
Intake dates 2019	29th April 22nd July 14th October
Fees	Tuition fees - \$7,480 Course costs \$1000

Check the Governments first year tertiary study fees free offer here [www.feesfree.govt.nz](http://www.feesfree.govt.nz)

### Programme Content

The content of the programme consists of four modules that include:

Technical skills covering IT hardware concepts and troubleshooting, networking, software and system administration, database fundamentals, interface design, IT security and service management. You will learn core skills covering information systems concepts and practices, interaction design, software development concepts, interpersonal skills and problem.

At the completion of the programme you will be able to apply technical skills covering IT hardware concepts, troubleshooting, networking, software and systems administration, database fundamentals, interface design, IT security and service management.

## New Zealand Diploma in Systems Administration

(Level 6) (120 Credits)

### Programme Objective

The purpose of this qualification is to provide a range of professional and technical skills in a specialist area within information technology support. Graduates will be able to demonstrate technical and theoretical knowledge of hardware and software, networks and network administration, internet security & forensics, and windows operating systems. They will also be capable of carrying out systems administration, and providing related advice and support, using skills that will be applicable internationally.

### Entry Criteria

Applicants must be at least 18 years of age. All applicants are recommended to hold the NZ Diploma in Information Technology (Technical Support) level 5, or equivalent, or have equivalent knowledge, skills and experience.

All applicants will be required to complete an enrolment form and may be interviewed in person or via telephone or skype to evaluate their suitability for the programme.

### Modules

Module	Title	Credits
Module 1	Advanced Virtualisation Infrastructure	30
Module 2	Network Infrastructure & Directory Services	30
Module 3	Advanced Directory Services & Network Engineering	30
Module 4	Business Collaboration Infrastructure	30

## Future Study Path

This qualification provides a pathway to further specialisation through industry specific training such as in IT Security or other Diploma or Graduate level qualifications.

### Possible Employment Outcomes

Graduates of this qualification will have the skills and knowledge to gain employment in entry level roles such as IT technician, help desk, tier 1 and 2 desktop support, systems administration, or in application support. Graduates will also have the background to progress into more advanced roles such as senior system administrator or application support analyst roles.

Duration	1 year (40 weeks)
Intake dates 2019	29th April 22nd July 14th October
Fees	Tuition fees - \$8,660 Course costs \$650

Check the Governments first year tertiary study fees free offer here [www.feesfree.govt.nz](http://www.feesfree.govt.nz)

### Programme Content:

The content of the programme consists of four modules that include:

How to implement a range of technologies for systems & network services, automated system and application software deployment, data storage, server-based virtualisation infrastructure, how to analyse organisational requirements, implement a solution and administer infrastructure for remote network access, applying project management tools and techniques to an IT related project, and IT service management and change management processes etc.



# EmployNZ

Tertiary Institute

**Private Training Establishment | New Zealand**

[www.employnz.co.nz/business-courses](http://www.employnz.co.nz/business-courses)

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**Te Taumata Oranga - We Change Lives**

