

## MASSEY UNIVERSITY QUALIFICATIONS POLICY

<b>Section</b>	Academic
<b>Contact</b>	Assistant Vice-Chancellor (Academic & International)
<b>Last Review</b>	March 2013
<b>Next Review</b>	March 2016
<b>Approval</b>	AB13/20 – March: 3.1

### Purpose

The Qualifications Policy sets out the overall requirements for the design, approval, implementation, delivery, and review of qualifications at Massey University.

### Introduction

Qualifications are conferred by the University on persons who have completed a coherent programme of study in an approved qualification. Qualifications that offer a coherent educational experience, through excellent design, implementation, and delivery are central to the overall quality of teaching and learning at the University. Well designed qualifications have clear regulations and pathways to completion, establish a reasonable workload, and provide opportunities for students to graduate within established timeframes.

The objectives of this policy are:

- To maximise consistency across the University with respect to the overall qualification framework, to enhance portability, and to reduce variation where possible and appropriate.
- To standardise practices where appropriate, promote transparency, reduce complexity, and ensure that all necessary information is available to support effective decision-making.
- To utilise staff effort efficiently and improve student success.

### Policy

The design, approval, implementation, delivery, and review of qualifications offered by Massey University will:

A. Adhere to the following general principles:

I. Coherence

Qualifications will be supported by qualification-specific regulations that ensure programmes of study are meaningful, well-structured, have internal coherence, and that requirements, expectations, and outcomes are transparent.

- II. Consistency  
Qualifications will be subject to University-wide enrolment and general regulations to ensure consistency, portability, and simplicity across the University. Terminology will be clearly defined and used consistently with clear alternatives provided for translation of internal documents for third parties.
  - III. Relevance  
Qualification design and review will ensure qualifications are aligned to the needs and expectations of student cohorts, industry, and professional bodies, and are respected by peers and other stakeholders.
  - IV. Efficiency  
Qualifications will provide for a defined pathway(s) to completion, which is(are) straightforward for students to understand and follow, and which minimise duplication of resource and activity. Qualification regulations (where appropriate) will include specific requirements for entry, time limits for completion, and alternative exit qualifications to encourage student progression and completion.
  - V. Integrity  
Qualifications offered by the University will primarily be NZQF levels 5-8 (undergraduate and graduate) and 8-10 (postgraduate), or be offered for the purposes of matriculation or professional development. Programmes of study will be research-informed and subject to clearly articulated teaching and learning outcomes. All qualifications will be subject to regular and ongoing academic review.
  - VI. Sustainability  
Qualifications will be designed to be financially, academically and administratively sustainable and implementable, with adequate and appropriate resources, along with policies to ensure that Intellectual Property is appropriately retained.
  - VII. Equity  
Qualifications of a similar type and level offered by different Colleges will have parity with regard to admission, progression, and workload expectations. Qualifications may be offered in partnership with other institutions of similar standing, and the University may formalise admission with advanced standing through articulation or twinning agreements with partner institutions where desirable and equitable. Accessibility and equity of access will be a defining feature.
  - VIII. Treaty of Waitangi  
All qualifications will consider how the needs of Māori students and scholars will be accommodated, and will be developed in accordance with the Treaty of Waitangi including meaningful partnership, consultation, and consideration of Kaupapa Māori.
- B. Be in accordance with the Massey University Qualifications Framework, which outlines how the University will incorporate the principles outlined in this policy into deliverable qualifications.
  - C. Align with the strategic directions of the University as articulated in the University's Strategic Plan.

## **Definitions**

**Portability:** As used in this policy portability relates to the ability to appropriately transfer credits completed into, between, and from qualifications (both complete and partially completed); the ability to progress into higher level study (either within Massey or at an alternative institution) from a qualification; the relevance of the qualification and the skills and attributes of graduates to relevant sectors in the workplace; the recognition of the qualification by peers and professional bodies in New Zealand and abroad.

Definitions for terms used in the Qualification Framework and relating to qualifications are located in the University Calendar.

## **Audience**

All staff and students

## **Relevant legislation**

Consumer Guarantees Act 1993  
Fair Trading Act 1986  
Education Act 1989

## **Legal compliance**

**Consumer Guarantees Act 1993:** Qualifications provided by the University must be of the nature and quality generally expected of similar qualifications, and prepare students for relevant careers where the student makes their intention known (s29).

**Fair Trading Act 1986:** Qualifications provided by the University must not be represented in a manner that is misleading or deceptive as to their nature, characteristics, suitability for a purpose, quality, or approval or accreditation status or allow such to be reasonably inferred (s13).

**Education Act 1989:** The University Council may determine the programmes of study and training to be provided at the University (s223(i)), subject to consent being granted by the NZQA, exercised by NZVCC (s253A), to grant awards described as degree (Bachelor, Masters or Doctorate), or postgraduate (certificate or diploma)(253B (1)), whereby NZVCC must be satisfied that the award recognises advanced learning that is taught mainly by research-active staff and emphasises principles and knowledge as a basis for self-directed work and learning (s253B (3)).

**Related procedures / documents:**

Internal:

[Qualifications Framework](#)

[Descriptors, Definitions, and Funding](#)

[Qualification Review Policy and Procedures](#)

[Teaching and Learning Policy](#)

[Surrender of Qualifications Policy](#)

[Assessment Strategy, Principles & Guidelines](#)

[Student Academic Integrity Policy](#)

[Equivalence Policy](#)

[Equity of Access to Educational Opportunities Policy](#)

[International Delivery of Qualifications Policy](#)

[Treaty of Waitangi Policy](#)

External:

[CUAP Functions and Procedures Handbook 2011](#)

[The New Zealand Qualifications Framework 2011](#)

**Document Management Control:**

Prepared by: Academic Policy and Regulations Unit

Authorised by: Assistant Vice Chancellor (Academic & International)

Approved by: Academic Board

Date issued: August 2011

Last review: March 2013

Next review: March 2016