



NEW ZEALAND QUALIFICATIONS AUTHORITY  
MANA TOHU MĀTAURANGA O AOTEAROA

QUALIFY FOR THE FUTURE WORLD  
KIA NOHO TAKATŪ KI TŌ ĀMUA AO!

## Entering NCEA and NZ Scholarship



Information for students and their  
parents, whānau or caregivers- 2018

## Kia ora and welcome

### How do I become a candidate for NCEA or NZ Scholarship?

When your school or kura first sends your entries to NZQA in March you automatically become a candidate for NCEA and must follow all of the NCEA Rules and Procedures. If you are studying any courses with Te Aho o Te Kura Pounamu or another provider such as a polytechnic, you must advise your school so that all your results can be recorded on your New Zealand Record of Achievement.

For more information look at: [www.nzqa.govt.nz/ncea/ncea-results/](http://www.nzqa.govt.nz/ncea/ncea-results/)

### How much does it cost?

#### *Fees for Domestic Students*

|                             |                       |
|-----------------------------|-----------------------|
| NCEA entry                  | \$76.70 per candidate |
| Each NZ Scholarship subject | \$30.00 per subject   |

#### *Fees for International Fee - Paying Students*

|                             |                        |
|-----------------------------|------------------------|
| NCEA entry                  | \$383.30 per candidate |
| Each NZ Scholarship subject | \$102.20 per subject   |

### How do I pay?

- Fees are paid to your school or kura. They will be able to tell you when to pay and how much to pay.
- Paying your fees will enable your results to be recorded on your New Zealand Record of Achievement and for any qualifications to be awarded.
- Your school will pay all the fees they have collected to NZQA by 13 September 2018.
- If you have not paid the school on time you will have to pay NZQA directly. After 3 December 2018, NZQA will add a \$50.00 late fee.

### Can I get help to pay?

If you are a domestic student you can apply for financial assistance to pay your fees. To get this help your parents or caregivers must meet one of the following conditions:

- be receiving a Work and Income or StudyLink benefit, or have a Community Services Card
- have joint family income that qualifies for a Community Services Card
- have two or more children entered as candidates with total fees of more than \$200.00.

## How do I get help to pay?

To get financial assistance you have to fill in a Financial Assistance form and give it to your school. You can get this form from your school or the NZQA website at: [www.nzqa.govt.nz/financialassistance](http://www.nzqa.govt.nz/financialassistance)

International fee-paying students cannot apply for financial assistance.

## What if I need help to sit assessments?

- If you have significant sensory, physical, medical or learning difficulties you may be able to get help during the year for assessments.
- Your school should have already talked to you about this, made sure that you have a report that says what help you need, or tested you to find out.
- If you need this help in any assessments then your school or kura **must** apply to NZQA. Applications for students with learning disorders close at the end of Term 3, 2018.

## Can I change where I will sit my external NCEA examinations?

If there is a very good reason why you cannot sit **all** your examinations at your exam centre, first talk to your school or kura. They will contact NZQA to discuss if this is possible and if it can be managed.

## Gaining NCEA Level 1, 2 or 3

### NCEA Level 1

- You need 80 credits at Level 1 or above. This must include 10 credits in literacy and 10 credits in numeracy.

### NCEA Level 2

- You need 80 credits of which 60 need to be at Level 2 or above. You must also meet, or have met, the NCEA literacy and numeracy requirement.

### NCEA Level 3

- You need 80 credits of which 60 need to be at Level 3 or above. The other 20 credits need to be at Level 2 or above. You must also meet, or have met, the NCEA literacy and numeracy requirement.

If you have questions about literacy and numeracy talk to your school or kura.

## How do I gain entrance to a New Zealand university?

University Entrance (UE) is the minimum requirement for getting into a New Zealand university. Many universities and other tertiary providers have further programme entry requirements so you will need to check with them as well.

To gain University Entrance you will need:

- NCEA Level 3
- Three subjects at **Level 3** made up of:
  - 14 credits each, in three approved subjects
- Literacy - 10 credits at Level 2 or above, made up of:
  - 5 credits in reading
  - 5 credits in writing
- Numeracy - 10 credits at Level 1 or above.

Go to [www.nzqa.govt.nz/ue](http://www.nzqa.govt.nz/ue) or ask your teachers for further information.

## How are my results recorded?

Any credits you achieve will be recorded against your name and National Student Number (NSN).

You can log in to see your records at [www.nzqa.govt.nz/login](http://www.nzqa.govt.nz/login)  
Information on how to do this will be sent to your school in June.

## Results released to universities and polytechnics

In January 2019, NZQA will send all Level 2, Level 3 and University Entrance results (authorised for release) to all New Zealand universities and some polytechnics. If you do not want this to happen you **must** tell your school. This helps these institutions to process pre-enrolments. You need to check with institutions for limited entry programme requirements.

If you are going to study overseas, you should contact the institution(s) where you intend to study, as early as possible, to ensure you understand their enrolment requirements, procedures and deadlines. Australian universities are able access your results directly from NZQA systems, unless you have specifically requested that your results are not made available to tertiary institutions.

**For more information, contact your school or access  
[www.nzqa.govt.nz/ncea](http://www.nzqa.govt.nz/ncea)**

**With this information sheet is a copy of the 2018 Examination Timetable.  
Check this timetable with your teachers to see if you have examination clashes  
If you do, your school and NZQA will help you manage these.**