

Careers

Employment Skills – 12EMP NCEA Levels 1/2

This course is available to students over 15 and will assist them to gain skills that employers have identified as being important in the workplace. Topics include career planning, interview preparation, budgeting, employment rights and responsibilities, CV preparation, letter writing skills and legal assistance. Students have the opportunity to gain credits through internally assessed unit standards which they may use towards NCEA and the National Certificate of Employment Skills (NCES).

Credits Available: Approx. 24 Internal.
Materials Fee: Nil

Work Experience Year 11-13

The Careers Department will organise work exploration placements for students. Full-time job search assistance is available on an individual basis. Placements may be for 3-5 days or, in some cases, several hours per week as part of a student's programme.

Entry Requirements: Interview with Industry Liaison teacher and/or Head of Careers.

Materials Fee: Nil

STAR Courses NCEA Levels 1-3

These are available to senior adolescent students doing a full course of study. Courses are advertised on the STAR noticeboard in the Careers Department. Examples of available courses include chef, travel and tourism, automotive engineering, armed services, reception, childcare, hairdressing and our own Hagley Barista course. All students will receive a certificate from the course provider and in most cases achieve NCEA credits.

Credits Available:
Usually 2-6 per course.

Gateway

Gateway offers structured workplace learning opportunities to senior students under the age of 19 who are New Zealand citizens.

Students learn practical industry skills and gain industry knowledge through a formalised learning arrangement set in an actual workplace. The Gateway tutor will work with students to find a suitable workplace and design a learning plan with an outline of the Unit and Achievement Standards to be completed.

A minimum of 10 credits must be achieved.

Entry Requirements: A clear career path. A strong commitment.

Catch-Up College 13CUC

This programme gives students the opportunity to complete NCEA internal standards in a range of subjects.

January/February Intensive Catch-Up Programme.

Times for tuition and assessment are negotiable between the student and the College.

- The Catch-Up College course administration fee: \$160.
- The course tuition fee: \$340. This covers tuition costs for an open time period as the time taken for course completion varies, with some students completing their course of study more quickly than others.
- The NZQA qualification entry fee: \$75
- **International Students:** Course tuition fee: \$750. Minimum fee. If students take more than two weeks to achieve their credits there will be a charge of \$375 for each additional week or part thereof until credits are complete.

For March - November Catch-Up programme enrolments:

Enrolling into existing classes operating at set times.

- The Catch-Up College course administration fee: \$175.
- The NZQA qualification entry fee: \$75.

Entry Requirements for both Catch-Up Programmes

Prior study in that subject at the same NCEA level as the standard(s) requested. Students should contact Jennie Ring, Catch-Up College Student Programmes Coordinator, as soon as possible. In consultation with Heads of Departments, the Coordinator will determine if the standard(s) the student requires are a realistic short term assessment goal.



Accepted