

Qualification details

Title	New Zealand Certificate in Business (Self-Employment) (Level 3)		
Version	1	Qualification type	Certificate
Level	3	Credits	60
NZSCED			
DAS classification			
Qualification developer			
Next review	Mmmm YYYY		
Approval date	Dd Mmmm YYYY		
Strategic purpose statement	<p>The purpose of this qualification is to provide New Zealand with people who can identify and assess the requirements for self-employment.</p> <p>Graduates of this qualification will benefit New Zealand by ensuring graduates are well prepared for self-employment</p> <p>Graduates of this qualification will be able to assess self-employment opportunities, in a bi- and multi-cultural environment.</p>		
Outcome Statement	Graduate profile	<p>Graduates of this qualification will be able to:</p> <p>Technical knowledge and skills (33 credits)</p> <ul style="list-style-type: none"> Identify business opportunities Produce an establishment plan for a small business Assess the feasibility and viability of a small business Evaluate technology options to effectively operate a small business <p>People skills (10 credits)</p> <ul style="list-style-type: none"> Communicate effectively with stakeholders Identify the importance of business relationships with stakeholders Apply effective interpersonal skills <p>Cognitive skills (5 credits)</p> <ul style="list-style-type: none"> Apply effective problem-solving and decision-making for business purposes <p>Affective skills (7 credits)</p> <ul style="list-style-type: none"> Demonstrate professional and ethical behaviour, in a socially and culturally appropriate manner Manage self effectively to contribute to performance of the business. 	

		Business environment (5 credits) <ul style="list-style-type: none"> Identify legislation and other external requirements for small businesses
	Education pathway	Achievement of this qualification may lead to: <ul style="list-style-type: none"> New Zealand Certificate in Business (Small Business) (Level 4) New Zealand Certificate in Business (First Line Management) (Level 4) New Zealand Certificate in Business (Administration and Technology) (Level 4).
	Employment and/or community pathway	Graduates of this qualification will have the skills and knowledge to be self-employed and/or set up an owner operator business.

Qualification specifications

Qualification award	
Arrangements for managing consistency	
Credit transfer and recognition of prior learning arrangements	
Minimum standard of achievement and standards for grade endorsements	
Entry requirements (including prerequisites to meet regulatory body or legislative requirements)	

Qualification conditions

Overarching conditions relating to the qualification

Conditions for programme structure	Outcomes in the following sections of the graduate profile will be embedded throughout programme design and delivery, and assessment: People skills, Cognitive skills, Affective skills.
Conditions for programme context	Programme design and delivery, and all assessment will be conducted in and for the context of a real or realistic small business, and in light of the requirements of that context A “small business” refers to an entity that is either owner-operated or employs no more than 20 people.
Other conditions	

Specific conditions relating to the Graduate profile

Qualification outcomes		Indicative Credits	Conditions	Mandatory or Optional
2	Produce an establishment plan for a small business		An “establishment plan” refers to the initial plan that is required to operationalise a small business.	Mandatory
	Communicate effectively with stakeholders		‘Communicate’ must emphasise written and oral skills ‘Stakeholders’ include internal and external stakeholders	Mandatory
	Identify the importance of business relationships with stakeholders		‘Stakeholders’ include internal and external stakeholders	Mandatory
	Demonstrate professional and ethical behaviour, in a socially and culturally appropriate manner		“Professional” includes attitudes, qualities and behaviours “Socially” must consider, amongst other things, environmental, community and sustainability expectations “Culturally” must be interpreted as being wider than ethnicity Explanatory - It is the context that sets the level for assessment, one should not act less ethically at lower levels of the NZQF than at higher levels: the context within which one acts will be more complex at higher levels.	Mandatory

Transition information

Replacement information	
(Write any additional transition information here or delete the row)	