

## Contents

<b>Introduction</b>	<b>2</b>
<b>NCEA</b>	<b>2-3</b>
<b>University Entrance</b>	<b>3-5</b>
<b>Selecting Subjects for Next Year</b>	<b>5</b>
<b>Subject Choice Guidelines</b>	<b>6-7</b>
<b>Vocational Pathways</b>	<b>8</b>
<b>Vocational Pathways Programs</b>	<b>9</b>
<b>Vocational Pathways Matching Education with Careers</b>	<b>10-11</b>
<b>Codes used in this Option Book</b>	<b>12</b>
<b>Curriculum Map</b>	<b>13</b>

Dear Parents and Students

Now is the time for you to start making decisions about courses for next year. It is important that you consider carefully the pathways open to you at school and where they lead to in the working world beyond. This booklet is designed to help you with this.

The Curriculum Map in this introduction will help you to see where each subject goes within the school and the subject choice guidelines will enable you to see what is needed for entry into tertiary courses and various vocations.

### **NCEA – The National Certificate of Educational Achievement**

NCEA is New Zealand's National Secondary School Qualification. It is part of the National Qualifications Framework (NQF) that also assesses beyond school into tertiary education and the workplace.

A brief outline:

- At school, students work towards gaining credits at NCEA Level 1, 2 or 3.
- These credits come from both Achievement Standards and Unit Standards.
- NCEA measures student attainment against an established standard or level.
- Assessment is of two types:
  - **Internal Assessment:** Within the school year
  - **External Assessment:** At the end of the year in formal national exams.

### **NCEA Certificates**

<b>Level 1</b>	60 credits from Level 1 Subjects <u>PLUS</u> 10 Literacy credits and 10 Numeracy credits.
<b>Level 2</b>	60 credits at Level 2 or above Plus 20 credits from Level 1 or above Plus the Level 1 Literacy and Numeracy required.
<b>Level 3</b>	60 credits at Level 3 or above Plus 20 credits from Level 2 or above. Note: A Level 3 Certificate does not guarantee entrance into university (see below) Plus the Level 1 Literacy and Numeracy requirements.

### **NCEA Literacy and Numeracy**

To gain an NCEA Certificate, students must display a basic competence in literacy (English or Te Reo Māori) and in numeracy at Level 1. There are three ways this can be attained in 2024:

- Through specific literacy and numeracy Unit Standards.
- Through Level 1 Achievement Standards available to students in subjects other than English and Mathematics.
- By way of the on-line national Literacy and Numeracy assessments

## Recognising High NCEA Achievement

### NCEA Level 1-3 Certificate Endorsements

Recognition is given to students who achieve Achievement Standards at Merit and at Excellence level.

Merit Certificate – At least 50 credits at Merit or better.

Excellence Certificate – At least 50 credits at Excellence.

### NCEA Course Endorsements

Students are able to gain a Merit or Excellence endorsement for high achievement in a course. To gain course endorsement students must gain the following in a given year:

- 14 or more credits in a course at Merit or Excellence.
- At least three external credits and three internal credits (except Physical Education and Visual Art at Level 3 which are internally assessed only).

## The New Zealand Scholarship

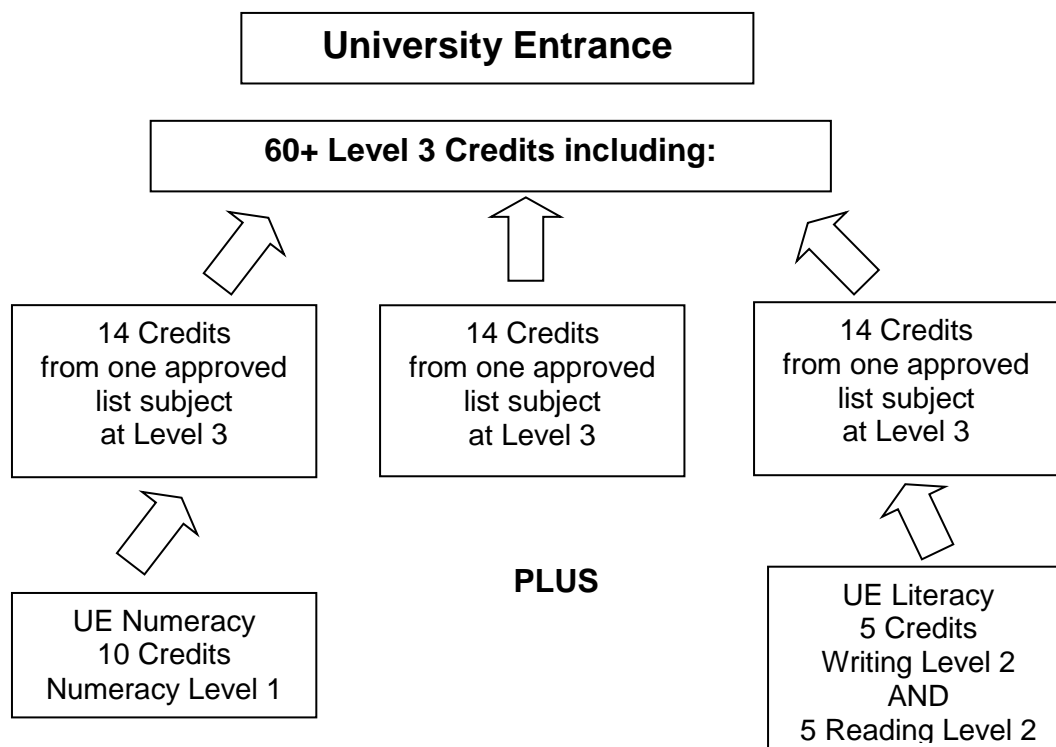
An additional academic challenge for students studying Level 3 subjects is to sit the NZQA Scholarship exams. While these exams draw from content in Level 3 subjects, students are required to demonstrate higher level abstract thinking.

### **Scholarship:**

- Is administered by NZQA but is not part of NCEA and does not count for credits.
- Has monetary awards which are given for success in scholarship (see [www.nzqa.govt.nz](http://www.nzqa.govt.nz) for details).

## University Entrance

In choosing subjects from Year 11 upwards, students and parents need to be aware that not all school subjects directly support entry into university.



## The University Approved List

Accounting	Korean
Agriculture & Horticulture	Latin
Biology	Mathematics/Pāngarau
Business Studies	Media Studies
Calculus	Music Studies
Chemistry	NZ Sign Language
Chinese	Ngā Mahi a te Rēhia
Classical Studies	Ngā Toi
Construction & Mech. Technology	Ngā Toi Ataata
Cook Islands Maori	Ngā Toi Puoro
Dance	Painting (Practical Art)
Design (Practical Art)	Photography (Practical Art)
Design & Visual Communication	Physical Education
Digital Technologies	Physics
Drama	Printmaking (Practical Art)
Earth & Space Science	Processing Technologies
Economics	Psychology
Education for Sustainability	Religious Studies
English	Samoan
French	Science/Pūtaiao
Geography	Sculpture (Practical Art)
German	Social Studies
Hauora	Spanish
Health Education	Statistics
History	Technology/Hangarau
History of Art	Te Ao Haka
Home Economics	Te Reo Māori
Indonesian	Te Reo Rangitara
Japanese	Tikanga ā-Iwi
	Tongan

**Note:** University Entrance does not guarantee entry to University. It is effectively a “right to apply”. Universities set their own criteria which students must achieve in addition to gaining University Entrance.

Waitakere College does not teach all of the above subjects.

### Rank Score

Some universities are using a Rank Score for their selection process. The Rank Score gives weighting to the number of Achieved, Merit and Excellence credits students attain in their top 80 credits in Approved subjects.

The top 80 credits across a maximum of 5 subjects at Level 3 from the approved list are used:

For an Excellence 4 points are awarded  
 For a Merit 3 points are awarded  
 For an Achieved 2 points are awarded

These are then totalled and you are ranked.

At most universities entry to some courses needs specific subjects or requirements.

Auckland University also requires 17 English credits from Level 2 or 3 for any degree, although you can meet this requirement by passing one of their nominated courses in your first year there.

Please see Mr Sizer in Careers to check on the requirements for any course you are interested in studying.

## Selecting Subjects for Next Year

### How do you decide what subjects to take?

Some important pointers:

- Take a lot of advice. Talk to:
  - The College's Careers Staff – Mr Sizer
  - Curriculum Leaders / Heads of Department
  - Your subject teachers
  - Your Tutor teacher who knows you well
- Consider subjects that:
  - You are doing well at
  - You are enjoying
  - Match the career that you have in mind
- Many subjects at Year 12 and 13 have entry requirements. See individual subject descriptions for these prerequisites.

### Level Requirements

#### Year 11

- All Year 11 students study English, Mathematics and a Science.
- Plus 3 other subjects.

#### Year 12

- All Year 12 students study English and Mathematics plus 4 other subjects at Level 1 or 2.

#### Year 13

- Students studying 3 or more Approved List subjects choose **5 subjects only**.
- All others choose **6 subjects**.

Provision of any courses described in this booklet is dependent upon student numbers and school resourcing. The final decision on whether a course will run is made by the College in February of the year of study.

## Subject Choice Guidelines

**These are recommendations only and not necessarily prerequisites.**

<b>Career</b>	<b>Background Subjects Required</b>
Accountancy	See Business / Commerce.
Administration/PA	English, Mathematics, Computer skills.
Apprenticeships	Pre-trade or foundation courses are available. Check for individual trade requirements but the minimum is NCEA Level 2 English and Mathematics. Physics recommended. Some trades require an even higher achievement level.
Architecture	Degree required. A broad based course of study in senior school, Mathematics, Physics useful. Level 3 Painting, Design or DVC recommended as a portfolio of Art work is required.
Armed Forces	Officers: University Entrance needed. Apprenticeships and Combat Trades: Minimum NCEA Level 2 passes in English, Mathematics, Physics recommended. Check for specific trades. There are also aptitude tests you need to take in your desired trade. These are both physical and written.
Art and Design	Certificate through to Degree. Portfolio may be required.
Aviation	English, Calculus or Statistics and Physics recommended. There are several different pathways into this industry.
Building and Carpentry	Certificate through to Degree. English, Mathematics and Building recommended.
Business/Commerce	Certificate through to Degree. Mathematics, Statistics and English, Accounting and Business recommended.
Childcare	Certificate through to Degree.
Computing/IT	Certificate through to Degree. Mathematics, English and Digital Technology are useful.
Dentistry	See Health Sciences.
Economics	See Business / Commerce.
Electrician	See Apprenticeships. English, Mathematics, Physics required at Level 2.
Engineering: Civil, Electrical, Electronics, Computer Systems, Mechanical	Courses range from pre-trade to Certificate, Diploma and Degree level. Maths and English is recommended. Engineering, Physics, and Computing are also useful depending on the specialist area chosen.
Environmental Science	Degree required. English, Mathematics, Statistics, Biology and Geography are useful.
Farming	Level 2 NCEA in general subjects including English and Maths. Training providers have varying entry requirements through to Degree level.
Fashion Design	Diploma through to Degree. Mathematics, English, Art, Technology and Design are useful.
Finance	Maths, English, Accounting recommended. Bank trainee officer through to Degree level.
Fine Arts	See Art and Design.
Fitness Industry	Certificate courses through to Degree level. English, Physical Education and Biology useful.
Graphic Design	See Art and Design.
Hairdressing	English and Mathematics at Level 2. Pre-trade courses through to Apprenticeships.

<b>Career</b>	<b>Background Subjects Required</b>
Health Sciences First Year Course Entry into: Doctor, Dentistry, Optometry, Pharmacy, Medicine.	English, Chemistry, Biology, Physics, Mathematics are recommended. UE required but foundation courses available. All students need to include a Humanities subject e.g. History, English, Geography and Classics. Check extra requirements for Auckland University.
Horticulture	Certificate through to Degree. Biology, Chemistry, Mathematics and English are all useful.
Hospitality	Certificate through to Apprenticeships and Degree courses.
Interior Design	See Art and Design.
Journalism	Degree required. Broad education recommended, English plus History/Geography useful.
Law	Degree required. Broad education recommended, History and Classics useful. Students need to achieve excellent results in first year of university to continue studying.
Medical Imaging	Degree required. Useful subjects: English, Mathematics, Calculus or Statistics and minimum of one Science subject.
Motor Industry	See Apprenticeships. English, Mathematics, Physics recommended.
Music	Certificate through to Degree courses. Music recommended. Audition required for most courses.
Nursing	Degree required. English, Mathematics and Biology are recommended.
Occupational Therapy	Degree required. English, Biology and Mathematics are recommended.
Performing and Screen Arts	Certificate through to Degree course. Audition required.
Physiotherapy	Degree required. Biology, Chemistry and Physics are recommended.
Plumbing	See Apprenticeships. English, Mathematics, Physics recommended.
Police	Minimum Level 2 English and Maths. Full drivers licence, physically fit, in excellent health, able to swim. Must be 18 before starting Police training.
Project/Event Management	Certificate through to Degree. Some organisations have their own training program.
Psychology	Degree required. Classics or History useful.
Retail	Certificate course or on the job training.
Social Work	Degree required. General educational background. Need to be aged 20 and over, but may be accepted at 18 if mature and preferably with some relevant experience.
Sport	Certificate through to Degree. Physical Education and Biology are useful.
Teaching	Degree required. Wide range of subjects possible.
Tourism	Certificate through to Degree or on the job training.
Veterinarian/ Vet Nurse	Certificate through to Degree. Recommended subjects: Chemistry, Physics, Biology and Mathematics.

**If in doubt, please check with Careers staff.**

## Vocational Pathways - a new approach to Careers

The Ministry of Education after consulting with government agencies, education, industry and employer representatives created a map linking education and employment. It is known as Vocational Pathways. Vocational Pathways divides occupations into six main sectors:

**Construction and Infrastructure (CI)**  
**Service Industries (SI)**  
**Creative Industries (C) or (CR)**  
**Primary Industries (P) or (PI)**  
**Manufacturing and Technology (MT)**  
**Social and Community Services (SC)**

Within each sector a wide range of Achievement and Unit Standards are seen as useful and recommended for that sector (known as sector related).

A student can gain a Vocational Pathway endorsement along with an NCEA Certificate at Level 2 if the credits achieved include a minimum of 60 credits from one or more pathway with at least 20 of these credits being from the list of sector related credits. This will be shown on the student's vocational profile and as an additional award on the NCEA certificate.

The purpose is that an employer or tertiary provider can see that a student has made option choices that match with their industries particular requirements. On the NZQA website students can look up what their own unique graph will look like. Here is a sample:





### **Gateway**

Years 11/12/13 Level 2 & 3

Gateway is a work-based programme all Year 12 & 13 should consider. It provides students with opportunity to engage in a structured work placement, in an area of interest, whilst completing industry unit standards, increasing their work readiness and employability. Students select Gateway as one of their options where they complete theory work related to their work placement. Students unable to participate in Gateway as a subject can engage in the programme as a standalone.

### **Health Careers Academy**

Years 12/13 Level 2/3

For Year 12/13 students with a vocational interest in the health and community services industries. Students combine their learning in school with specialist learning taking place one day a week in a tertiary setting.  
(Part of AWVA)

### **Building Academy**

Years 12/13 Level 2/3

Open to Year 12/13 students. This allows students to make a start on their Building pathway. Students combine workshop time with tertiary learning and experience in building worksites.  
(Part of: AWVA)

### **Mechatronics Academy**

Year 12 Level 2

Combining computer programming and robotics students in this course spend time off-site and in tertiary settings developing thinking and practical skills in robotics technology. (Part of: AWVA)

## **Vocational Pathways Programs**

(Years 12, 13)

**The College offers a number of programs to give you a taste of life in a Tertiary College or in a workplace while still having support and other subjects that school offers.**

***You need to apply to Mrs Carter to be part of these programmes.***



**AWVA is the Auckland West Vocational Academy. It is an exciting innovation involving Waitakere College, Kelston Boys, Massey High, Green Bay High and Rutherford College. Supported by the Ministry of Education, it provides enhanced choice, opportunity and extension for students in Years 12 and 13.**

### **Engineering Academy**

Years 12/13 Level 2

Open to Year 12/13 students who have completed Level 1. This allows students to make a start on their Engineering apprenticeship while still at school. Students combine workshop time with tertiary learning and experience in engineering workplaces.  
(Part of AWVA)

### **Hospitality Academy**

Year 12/13 Level 3

Students extend their chef and hospitality skills and attain qualifications at tertiary level by gaining experience both on and off-site in a commercial kitchen setting while completing NCEA qualifications. (AWVA)

### **Automotive Academy**

Years 12/13

Open to Year 12/13 students. Students can make a start on their automotive pathway. Students combine workshop time with tertiary learning and experience in automotive workshops (Part of AWVA)

### **Mahi-a-Toi Academy**

Years 12/13 Level 2

This offers Year 12/13 students the opportunity to develop more in-depth skills in Toi Māori at a local wananga with the guidance of specialist tutors. (AWVA)

### **Service Academy**

Years 12/13 Level 2/3

This offers Year 12/13 students a pathway for possible progression towards the police, armed forces, security and other related services. This program is for students who can benefit from direction, structure and personal discipline.

## Vocational Pathways

### Matching Education and careers

	Construction & Infrastructure	Manufacturing & Technology	Primary Industries	Service Industries	Social & Community Services	Creative Industries
Apprenticeships and NZ Certificates (NCEA Level 2)	Boat Builder	Automotive Electrician/Technician	Animal Attendant	Accounts Officer	Air Force Officer	Actor
	Bricklayer	Baker	Aquaculture Farmer	Aircraft Loader or Refueller Bank Worker or Mortgage Broker	Community Worker	Beauty Therapist
	Building Contractor	Boat Builder	Arborist		Customs Officer	Body Artist
	Caretaker	Chemical Production Operator	Building & Construction Labourer	Bartender	Dental Assistant	Clothing Designer
	Carpenter	Clothing Designer	Crop Farmer	Beauty Therapist	Dispensing Optician	Clothing Pattern Maker
	Crane Operator	Clothing Pattern Maker	Dairy Products Maker	Café/Restaurant Manager	Emergency Management	Copywriter
	Electrician	Collision Repair Technician	Dog Trainer	Chef	Fire-fighter	Dancer
	Floor & Waller Tiler	Dairy Products Maker	Farm Worker	Cleaner	Health & Safety Inspector	Film & Video Editor
	Floor Covering Installer	Electrician	Fencer	Contact Centre Worker	Health Promoter	Film Camera Operator
	Landscape Gardener	Food & Beverage Factory Worker	Fishery Officer	Fitness Instructor	Immigration Officer	Florist
	Line Mechanic	Jeweller	Fishing Skipper	Flight Attendant	Legal Clerk	Hairdresser
	Locksmith	Lighting Technician	Forestry & Logging Worker	Florist	Library Assistant	Jeweller
	Mine/Quarry Worker	Marine Engineer	Grounds person	Hairdresser	Minister	Make-Up Artist
	Painter & Decorator	Meat/Seafood Processor	Horse Trainer	Hotel Manager	Nanny	Media Producer
	Plumber, Gasfitter	Mechanical Engineering	Landscape Gardener	Legal Executive	Nursing Support & Care	Musician
	Property Manager	Plastics Technician	Meat/Seafood Processor	Motor Vehicle Sales	Police Officer	Photographer
	Roading Construction	Telecommunications	Nursery Grower/Worker	Receptionist	Recreation Coordinator	Sewing Machinist
	Roofer	Tyre Technician	Ranger	Retail Manager	Security Officer	Signmaker
	Scaffolder	Winemaker	Winemaker	Tourism Operator	Teacher Aide	TV Presenter
	Water Treatment	Wood Machinist	Wood Processing	Truck Driver	Translator	Upholsterer

	Construction & Infrastructure	Manufacturing & Technology	Primary Industries	Service Industries	Social & Community Services	Creative Industries
<b>Diploma (NCEA Levels 2 or 3)</b>	Architectural Technician Civil Engineering Geospatial Specialist Interior Design Property Manager Quantity Surveyor Survey Technician	Aircraft Maintenance Architectural Technician Computer Support Database Administrator Electrical Engineering Science Technician Telecommunications	Forestry Manager Science Technician	Sales & Marketing Air Traffic Controller Office Manager Insurance Salesperson Flying Instructor	Anaesthetic Technician Career Consultant Early Childhood Teacher Librarian Medical Laboratory Techn Naturopath Paramedic Psychotherapist Teacher of ESOL Youth Worker	Advertising, Sales, Marketing Interior Designer Editor Architectural Technician Graphic Designer Web Developer Editor
<b>Degree (Level 3 and University Entrance)</b>	Architectural Technician Civil Engineer Energy Auditor Environmental Engineer Landscape Architect Mining Engineer Boat Designer Project Manager Surveyor  Architect Environmental Engineer Mining Consultant	Agricultural Engineer Architect Biomedical Engineer Chemical Engineer Civil Engineer Food Technologist Forensic Scientist Game Developer Industrial Designer  Chemist Mechanical Engineer	Agricultural Consultant Biotechnologist Environmental Scientist Forestry Scientist Geophysicist Landscape Architect Marine Biologist Microbiologist Veterinarian  Zoologist Agricultural Scientist Geologist Horticultural Scientist	Accountant Aeroplane Pilot Economist Graphic Designer Industrial Designer Intelligence Officer Lawyer Meteorologist Pharmacist  Project Manager Archivist Conservator Curator Dietician Medical Physicist	Cardiologist Dentist Education Advisor Environmental Health Officer Foreign Policy Officer Health Services Manager Medical Laboratory Scientist Social Worker Teacher  Urban/Regional Planner Anaesthetist Audiologist Judge Psychiatrist Psychologist	Animator Architectural Technician Game Developer Industrial Designer Historian Landscape Architect Naval Architect  Archivist Conservator Curator

## Codes Used in this Booklet

**KEY:** Each subject has a code. The examples below show what this means.

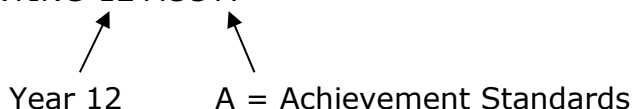
A = Achievement Standards

U = Unit Standards

AU = Achievement Standards and Unit Standards

X = Extra external Standards (Senior Sciences only)

E.G. ACCOUNTING 12 ACC A



E.G. ENGINEERING 12 EGS AU



Gaining Unit Standards is an important part of a pathway to an apprenticeship, trade or further training. Achievement Standards are needed for entry to universities.

**UE Approved** applies to Level 3 courses. It means they offer 14+ credits L3 credits and are on the University approved list. See page 4 for a full list.

When choosing subjects in Year 11 and 12, look ahead at where that subject leads onto, to make sure it leads to a UE approved subject if that is your goal. This can be done by looking at the curriculum map or reading the course descriptions.

To achieve **University Entrance** students must have five reading credits and five writing credits at either level 2 or 3. There are some credits that can contribute toward both but these can only be used for one or the other, not both. These ten credits are called University Entrance literacy and they can be gained in subjects other than English.

**PLEASE NOTE:** Whether a subject will in fact run is dependent upon student numbers and availability of staffing. There may also be some changes in the standards offered by subjects.

