



Trainee Enrolment Pack

National Certificate in Design (Draughting)

Level 2

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Introduction

This qualification can only be gained through assessment of your prior learning. InfraTrain contracts The Open Polytechnic of New Zealand to facilitate this assessment of prior learning process for this qualification.

What is InfraTrain?

InfraTrain is responsible for setting national unit standards and qualifications, providing information and advice to employers and trainees and assisting with arranging on/off job training and assessment. Monitoring the quality of training and assessment is another essential task undertaken by InfraTrain.

All InfraTrain qualifications are recognised by NZQA and have been designed by people in your industry, for your industry. We are constantly looking at ways to keep our qualifications relevant and up to date, because investing in your industry through training will help keep it alive.

What is The Open Polytechnic of New Zealand

The Open Polytechnic of New Zealand is a nationwide distance tertiary education provider, specialising in open, blended, flexible delivery.

One of its dedicated arms is the Centre for Assessment Services (CAS). The prime function of this centre is that of assessing prior learning and current competency, giving credit for the skills, knowledge and understanding that a candidate currently possesses. The Centre measures this learning against the stated learning outcomes of a recognised qualification.

The Centre provides the expertise to guide candidates through the stages leading to assessment. This includes mentoring by subject specialists, who advise on gathering and collation of relevant valid workplace documentation, into a portfolio of evidence.

What is assessment of prior learning?

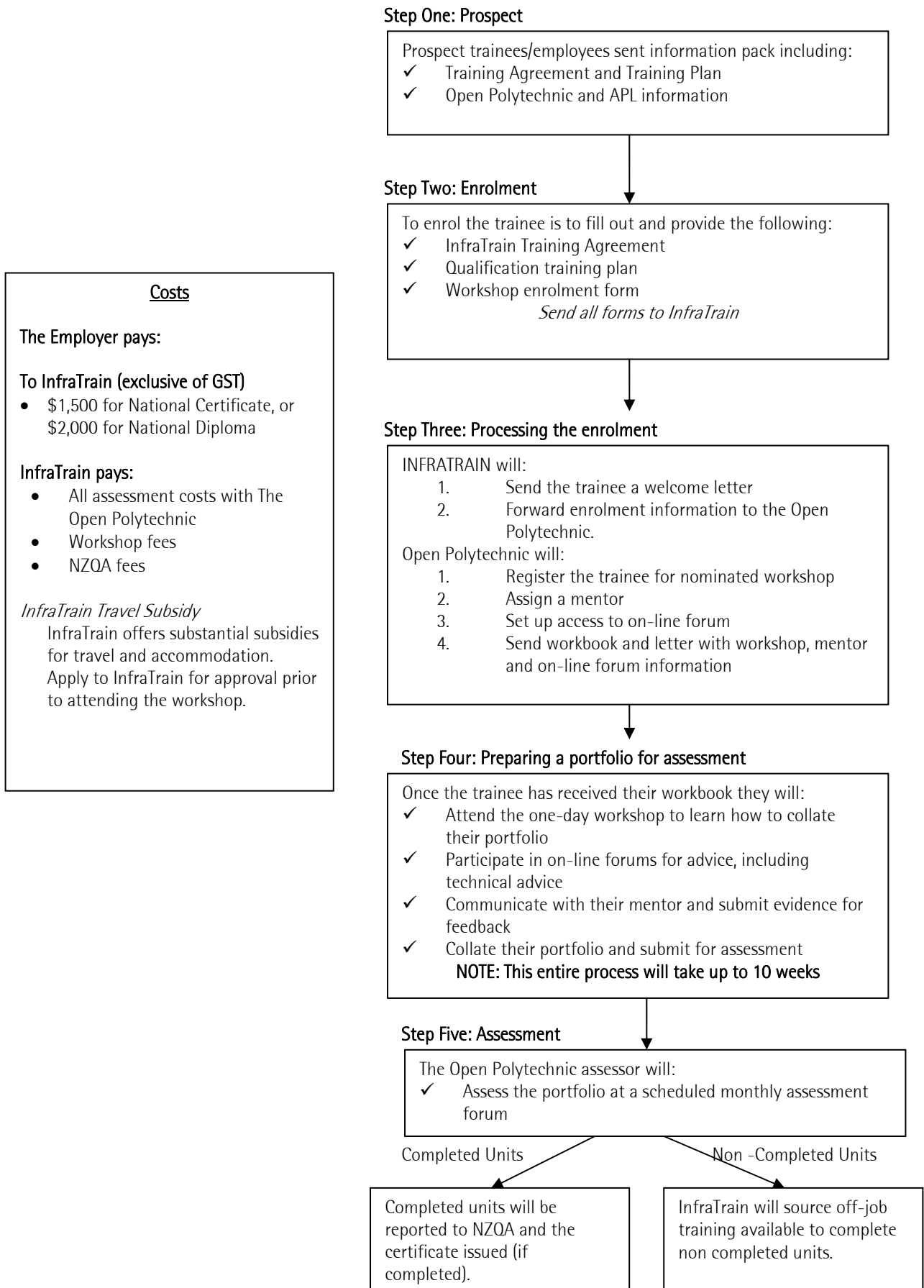
It is a process that recognises and assesses learning and gives credit for life experience, employment or courses that you have gained to date. The idea is to give you credit for what you have already learned and achieved.

How does the assessment work?

In order to assess any prior learning experience or skills you have acquired, the Open Polytechnic will work with you to:

- Review the experience and learning that you have achieved to date
- Identify the skills you have acquired
- Help you to build a portfolio of your achievements
- Provide the guidance and support you need in pursuing your career and/or personal goals
- Establish how and what you need to do in order to be awarded this qualification

This flowchart outlines the process for starting and completing your qualification.



Costs

The Employer pays:

To InfraTrain (exclusive of GST)

- \$1,500 for National Certificate, or \$2,000 for National Diploma

InfraTrain pays:

- All assessment costs with The Open Polytechnic
- Workshop fees
- NZQA fees

InfraTrain Travel Subsidy
InfraTrain offers substantial subsidies for travel and accommodation. Apply to InfraTrain for approval prior to attending the workshop.

National Certificate in Design (Draughting) (Level 2) Training Plan

Qualification Requirements

This qualification will be awarded to people who meet the requirements of the compulsory and elective sections.

Instructions

Please tick the elective units you wish to complete.

Core Compulsory Units			
All the unit standards listed below are required.			
Unit No.	Unit Standard Title	Level	Credit
Design - computer graphics			
7481	Produce design ideas and images using computer graphics programs	2	3
7482	Produce orthographic, scale working drawings using computer aided draughting (CAD) programs	2	3
7483	Produce scale production drawings using computer aided draughting (CAD) programs	3	5
Design - graphic communication			
7484	Produce and deliver a multi-media presentation	4	5
Design - generic design			
7485	Interpret a design brief, and select and present information for solutions	1	3
7488	Present design material	1	3
7492	Present design work	2	3
7496	Prepare, plan, and present design project work	3	4
15730	Produce conceptual design ideas	4	15
Design - graphic design			
15348	Demonstrate knowledge of numerical data used in the draughting industry	2	6

Workshop Enrolment

Trainee Details	
Name:
Company:
Workshop Details	
<p>9am – 4pm, Blue Room The Training Space 5 Alpha Street (off Cambridge Terrace), Wellington</p> <p>Quarter three and quarter four 2007 Workshop dates to be confirmed – please contact Head Office for more information.</p>	
Workshop Requirements	
1.	Please return this form to InfraTrain New Zealand Limited no later than two weeks prior to the Workshop commencing.
2.	Please indicate if you have access to internet facilities. <i>(Please tick)</i> <input type="checkbox"/>
	Email address:
InfraTrain Subsidies	
1.	If you are required to travel in order to attend this workshop, InfraTrain subsidises the cost of fair and reasonable travel. Please give an indication of the costs involved below.
2.	Travel Costs (airfares, or mileage @ 0.62¢/km) \$ <input style="width: 100px;" type="text"/>
3.	Accommodation Costs \$ <input style="width: 100px;" type="text"/> (if required to travel the day before the workshop)
Signatures	
Signature	Date