

<https://www.tec.govt.nz/funding/funding-and-performance/funding/fund-finder/student-achievement-component-levels-1-and-2/qualifications-and-courses/>

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Last updated 13 June 2018.

Approving a qualification for student allowances and the student loan scheme.

'We are responsible for approving each qualification for student access to student allowances and the Student Loan Scheme.

A qualification must be approved for SAC levels 1 and 2 funding before a student can access a student allowance and the Student Loan Scheme in respect to the qualification.'

Information about qualifications

To enable us to determine whether or not to approve a qualification as eligible for SAC levels 1 and 2 funding, we require the following information...

- The number of learning hours each week in the qualification
- The number of full-time teaching weeks each year required to complete the qualification
- The equivalent full-time student (EFTS) value of the qualification calculated using the following methods:
 - >credits
 - >learning hours
 - >full-time weeks...

Learning hours

NZQA defines 'learning hours' as all planned learning activities leading towards the achievement of programme or qualification learning outcomes.

Types of learning activities include but are not limited to:

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- study time
- self-directed learning activities that you expect the student to engage with / participate in, and
- examination periods

...

In relation to the number of learning hours in the qualification, we need all of the following information. The :

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- total number of learning hours each week
- total number of learning hours in each year

- number of years it will take to complete the qualification, and
- total number of learning hours in the qualification (number of learning hours in each year multiplied by number of years).

Total learning hours in STEO must be the same as the total programme / qualification learning hours approved by NZQA. We expect actual delivery to align with the total learning hours and the learning activities approved by NZQA. This means we expect each TEO to regularly review the delivery of its programme(s) to ensure they are 'right sized' for the majority of students (recognising that some students take more or fewer learning hours to achieve a qualification than others).

Full-time teaching week

A full-time teaching week includes the types of learning hours outlined above.

In relation to the number of teaching weeks in each year of the qualification, you must give us all of the following information. The :

- number of full-time equivalent teaching weeks
- number of weeks of recess in each year
- total number of full-time teaching weeks and recess weeks in each year full time equivalent (FTE) gross
- number of credits that a student must achieve each year to complete the qualification
- We generally will not approve a qualification for funding that is longer than 34 weeks in a year, though we may fund an individual student's enrolment for more than 1.0 EFT in a year...

EFTS value of the qualification...

The EFTS value determines the workload involved in each qualification and is required so that we can appropriately fund you to deliver the qualification. This information must be determined using the following methods:

- credits
- learning hours, and
- full time weeks.

Each of these methods should produce the same result. If they do, we can be confident that a student who is studying for a qualification is undertaking a normal and reasonable workload. Each method is set out in more detail below...

Credits

A credit measures the average amount of learning that is required to complete the qualification or part of the qualification. The EFTS value can be calculated using the credits method by dividing the number of credits for the qualification by 120 (the standard number of credits that equates to one full-time year of study).

Learning Hours

The EFTS value can be calculated by using the learning hours method by dividing the qualification's total learning hours by 1,200 (the standard number of learning hours that equates to a full-time year).

Full Time Weeks

The EFTS value can be calculated using the full-time weeks method, by dividing the length of tuition for the qualification in weeks by 34 (the standard number of weeks that equate to one full-time equivalent teaching or tuition year).

Extra courses within a qualification.

If an extra course within a qualification is optional, it will usually be eligible for additional SAC levels 1 and 2 funding. In these circumstances, a student may generate more than 1 EFTS in a 12 month period. For example, a student takes an: ... optional summer school course towards the qualification. If an extra course becomes the norm for all students undertaking a qualification we will consider the change a significant change to a qualification, which requires approval...