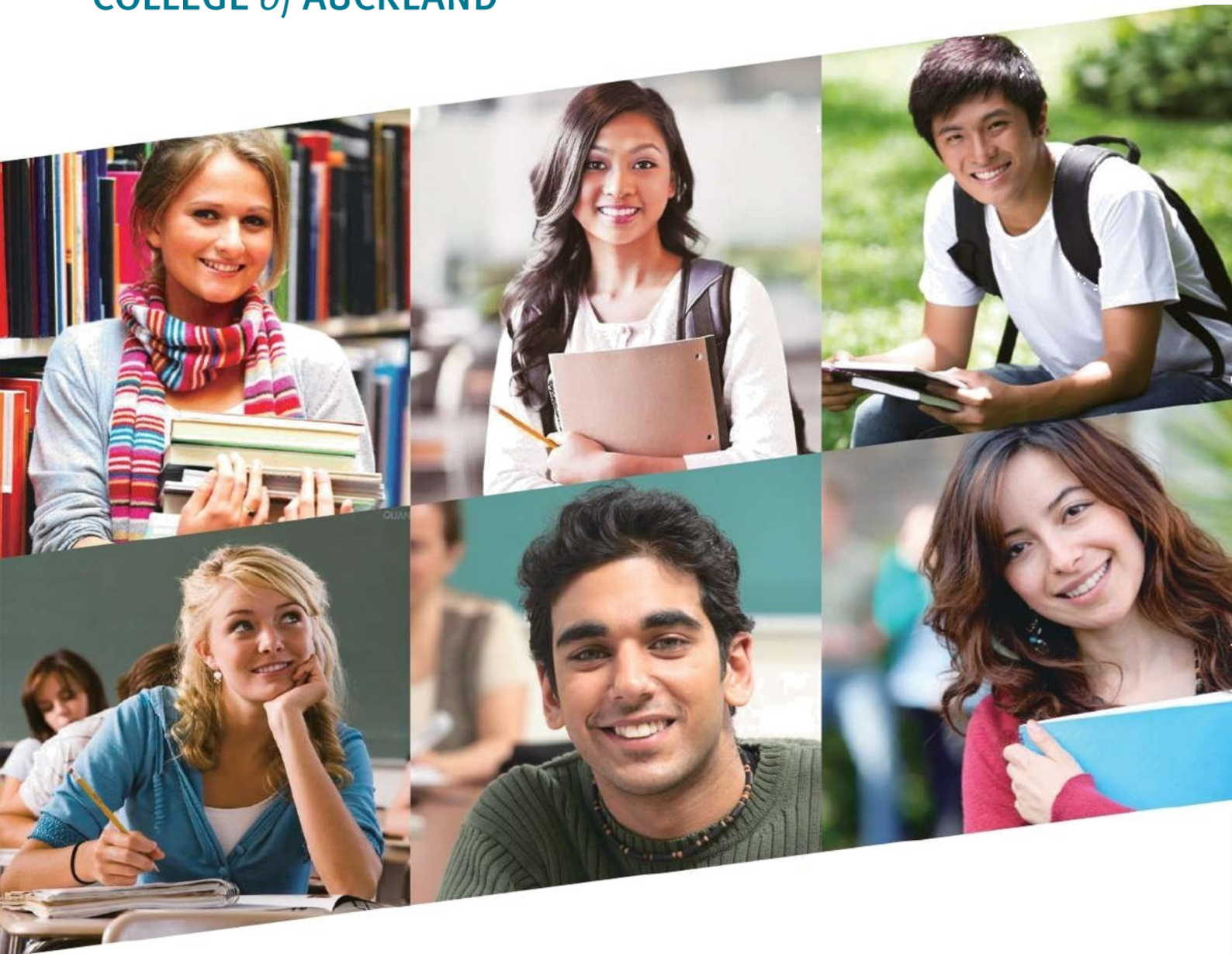




# INTERNATIONAL COLLEGE *of* AUCKLAND



Welcome to International College of Auckland (ICA). We are a quality education provider that is committed to meets all our stakeholders' needs in the delivery of our programmes. Our mission is to provide a high standard of education which enables students to optimise their potential and become internationally competitive in the market place. ICA students are from all over the world, mainly from Asia, South America, Middle East and Europe. With Asian, South American, Middle Eastern, Kiwi, European and African cultures, we form a harmonious international family. Students engage with theory but most importantly develop their practical knowledge and transcultural communication skills, which are valuable experiences for the workplace and further study.

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# Academic Programmes

Category	Course Name	Duration	English Entry Requirement
English	New Zealand Certificate in English Language (Foundation) (Level 1)	24 weeks/Term	ICA Placement Test
	New Zealand Certificate in English Language (Level 1)	24 weeks/Term	NZCEL (Foundation) Level -1 Certificate; OR ICA Placement Test
	New Zealand Certificate in English Language (Level 2)	16 weeks/Term	IELTS overall 4.0; no individual less than 3.5 OR NZCEL Level 1; OR Equivalent
	New Zealand Certificate in English Language (Level 3) (General)	16 weeks/Term	IELTS overall 4.5; no individual less than 4.0 OR NZCEL Level 2; OR Equivalent
	New Zealand Certificate in English Language (Level 3) (Applied)	18 weeks/Term	IELTS overall 5.0; no individual less than 4.5 OR Equivalent
	New Zealand Certificate in English Language (Level 4) (Academic)	18 weeks/Term	IELTS overall 5.5; no individual less than 5.0 OR Equivalent
Information Technology	NZ Diploma in Information Technology & Technical Support (NZDITTS) (Level 5)	1 Academic Year	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
	NZ Diploma in Systems Administration (NZDSA) (Level 6)	1 Academic Year	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
	Diploma in Networks and Systems Administration (DNSA) (Level 7)	1 Academic Year	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
Engineering	Diploma of Electrical Engineering (Electronics & Embedded Systems) (Level 7)	2 Academic Years	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
	Diploma of Electrical Engineering (Telecommunication & Networks) (Level 7)	2 Academic Years	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
	Diploma in Mechanical Engineering (Mechatronics and Control Systems) (Level 7)	2 Academic Years	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
	Diploma in Mechanical Engineering (Automotive Engineering) (Level 7)	2 Academic Years	IELTS overall 6.0; no individual less than 5.5 OR Equivalent
	Diploma in Civil Engineering (Building and Construction) (Level 7)	2 Academic Years	IELTS overall 6.0; no individual less than 5.5 OR Equivalent

*\*Entry requirements for Level 5, 6 & 7: An IELTS (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (PTE) overall band score of 50 with no individual band score less than 42; **OR** NZCEL Level 4 (Academic); **OR** equivalent.*

*\*Cross Credit may be applied if students have a previous relevant educational qualification.*

*\*Students will need to meet the International College of Auckland (ICA) general entry criteria prior to enrolment.*

*\*Diploma courses may provide a great opportunity to work in New Zealand or continue with further studies in Polytechnics or Universities (i.e., Bachelor /Master's degree's) by cross crediting some of the diploma subjects completed.*



Level  
1-4

## New Zealand Certificate in English Language

### Course Duration

NZCEL (Foundation) Level 1 & Level 1 - 24 weeks/term

NZCEL Level 2 & Level 3 (General) - 16 weeks/term

NZCEL Level 3 (Applied) & Level 4 - 18 weeks/term

### Course Details

The New Zealand Certificate in English Language (NZCEL) programmes ranges from beginner to advance. Each level has 60 credits.

The face-to-face programme instruction takes place in interactive classroom sessions. Students are engaged in a variety of activities designed to maximise their opportunities to develop language skills and confidence in their own language abilities.

Class activities will include role-plays, educational class outings, individual, pair, and group works, discussions, games, project-based learning, task-based learning, and media-based learning.

NZCEL Level 4 (Academic): Graduates are expected to complete the course with an English level equivalent to IELTS 6.0.

Graduates of the programme may be able to enter most New Zealand undergraduate courses or NZCEL Level 5.

NZCEL Level 3 (Applied): Graduates are expected to complete the course with an English level equivalent to IELTS 5.5.

NZCEL Level 3 (General): Graduates are expected to complete the course with an English level equivalent to IELTS 5.0.

NZCEL Level 1 and 2: Graduates are expected to complete the course with an English level equivalent to IELTS 4.5.

### Entry Requirements

- Be at least 16 years old or above
- Have completed secondary school equivalent to New Zealand year 12.
- NZCEL Level 1: NZCEL Certificate; or ICA Placement Test.
- NZCEL Level 2: IELTS not lower than 3.5; or NZCEL level -1.
- NZCEL Level 3 (General): IELTS not lower than 4.0; or NZCEL level - 2.
- NZCEL Level 3 (Applied): IELTS not lower than 4.5; or NZCEL level - 3 (General).
- NZCEL Level 4 (Academic): IELTS not lower than 5.0; or NZCEL level - 3 (Applied).



# NZ Diploma in Information Technology Technical Support (NZDITTS)

## Duration

44-50 Weeks, including holidays

## Entry Requirements

- 16 years old by the time the programme starts
- High School Graduate
- The New Zealand Certificate in Information Technology Essentials (Level 4) or Equivalent
- A New Zealand Certificate in English Language (Academic) (Level 4) or Equivalent
- An **IELTS** (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (**PTE**) overall band score of 50 with no individual band score less than 42; **OR** NZCEL Level— 4; **OR** equivalent.

## Aims of the Course

The program aims to outcome graduates who are ready to be launched in the global and New Zealand's information technology industry. The graduates will have the following technical and core IT skills:

- Select, install and configure IT hardware and systems software to meet organisational requirements.
- Apply a broad operational knowledge of networking, and associated services and technologies to meet typical organisational requirements.



- Apply a broad operational knowledge of database administration to meet typical organisational data storage and retrieval requirements.
- Troubleshoot and resolve a range of common system problems using appropriate tools and procedures.
- Apply the fundamentals of interaction design concepts and practice to enhance interface design.
- Apply the principles of software development to create simple working applications.

## Course Content

### Module 1

- Computer Hardware and Operating Systems
- Data Communication and Computer Networks

### Module2

- Systems Administration
- Database Design and Administration

### Module 3

- Web Design Fundamentals
- Programming Principles

### Module4

- IT Security and Professional Practice
- IT Project

## Career Opportunities

Graduates are prepared for employment at an entry level in:

- IT Technical Support
- IT Help Desk Support
- IT Services Support
- IT Technician
- Network support



## Information Technology Helpdesk/Support Technician

Kaihangarau Āwhina Hangarau Pārongo

Alternative titles for this job

Information technology (IT) helpdesk/support technicians set up computer and other IT equipment and help prevent, identify and fix problems with IT hardware and software.

### Pay

IT helpdesk/support technicians usually earn

**\$47K-\$90K** per year

IT helpdesk/support team leaders usually earn

**\$80K-\$120K** per year

Source: Absolute IT, Recruit IT, 2022.

### Job opportunities



Chances of getting a job as an IT helpdesk/support technician are good due to a shortage of workers.

### Length of training

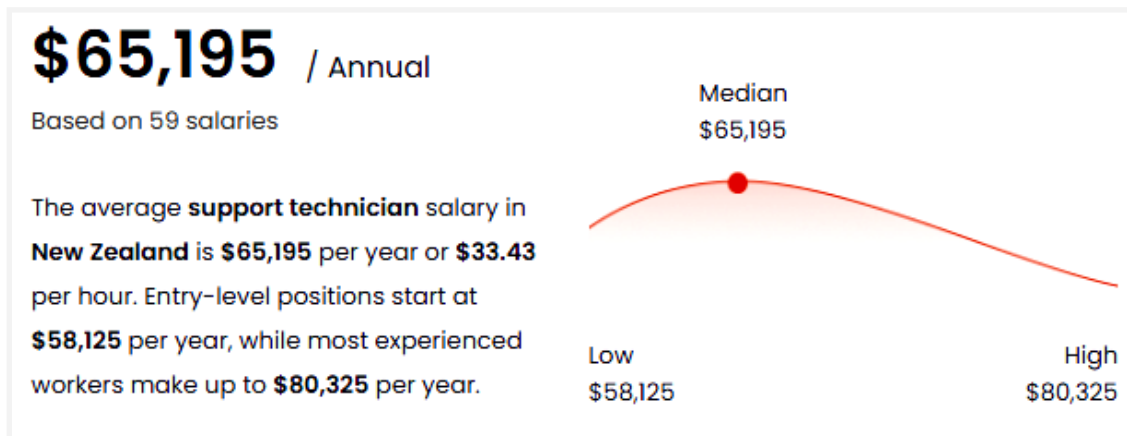


**1-3**

1-3 years of training usually required.

Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/information-technology-helpdesksupport-technician>

## IT Support Technician Average Salary in New Zealand, 2023



Source: <https://nz.talent.com/salary?job=support+technician>

## Education Pathway

This programme can lead to further study pathway either at a degree level qualification OR a higher level diploma programme;

- ⇒ NZ Diploma in Systems Administration—1 Year (Level 6)
- ⇒ Diploma of Electrical Engineering (Electronics & Embedded Systems/Telecommunication & Networks) — 2 Years (Level 7)
- ⇒ ICT Industry specific training and certification
- ⇒ AUT (Bachelor's Degree of Computer and Information Sciences) — 2 Years
- ⇒ Griffith University (Bachelor of Information Technology) — 2 Years

# NZ Diploma in System Administration (NZDSA)

## Duration

44-50 Weeks, including holidays

## Entry Requirements

- Learners enrolling to this programme must hold the New Zealand Diploma in Information Technology Technical Support (Level 5); **OR** Equivalent
- Appropriate knowledge, skills and experience in the IT sector.
- An **IELTS** (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (**PTE**) overall band score of 50 with no individual band score less than 42; **OR** NZCEL Level— 4; **OR** equivalent.

## Aims of the Course

The programme aims to develop learners' professional knowledge and technical skills in systems administration. The learners will be able to analyse organisational requirements to plan and implement a range of technologies for systems and network services. The learners will be capable of planning, managing and implementing directory services, server-based virtualisation infrastructure, automated system and application software deployment techniques while applying IT service management and change management processes and procedures to comply with organisational requirements. The learners will also demonstrate professionalism, and communication, information design, personal, interpersonal and project management skills to an IT related project to analyse and solve problems. Upon completion, the graduates will be capable of carrying out systems administration and providing related advice and support, using skills that will be internationally relevant. They will also be able to operate within an organisation with appropriate professional standards and practice, both independently and as part of a team.



## Course Content

The programme consists of eight (8) courses:

- Identity Management and Directory Services
- Server Virtualisation Infrastructure Services
- Enterprise Storage Solutions and IT Service Management
- Messaging Systems Administration
- Network Access and Security
- Application Virtualisation & Virtual Desktop Infrastructure
- Professional Practices
- IT Project

## Career Opportunities

Graduates will gain skills and knowledge to gain entry level roles:

- IT Technician
- Help Desk Analyst
- Tier 1 and 2 Desktop Support
- Systems Administrator
- Applications Support

Graduates with background can get into advanced roles:

- Senior System Administrator
- Application Support Analyst

# Systems Administrator

Kaiwhakahaere Pūnaha

Alternative titles for this job

Systems administrators develop, maintain and administer computer operating systems, database management systems, and security policies and procedures.

<b>Pay</b> Systems administrators usually earn <b>\$85K-\$120K</b> per year Database administrators usually earn <b>\$85K-\$145K</b> per year <small>Source: Absolute IT and Recruit.IT, 2022</small>	<b>Job opportunities</b>  Chances of getting a job as a systems administrator are good due to a shortage of workers.	<b>Length of training</b>  <b>2-4</b> 2-4 years of training usually required.
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Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/systems-administrator>

## Systems Administrator Average Salary in New Zealand, 2023



Source: <https://www.salaryexplorer.com/average-salary-wage-comparison-new-zealand-system-administrator-c155j843>

## Education Pathway

**This programme can lead to further study pathway either at a degree level qualification OR a higher level diploma programme;**

- ⇒ Industry specific training and certification
- ⇒ Degree level qualifications
- ⇒ Diploma in Computer Systems Support (DNSA) — (Level 7)
- ⇒ Griffith University (Bachelor of Information Technology) — 1.5 Years

**This qualification provides an education pathway from:**

- ⇒ New Zealand Diploma in Information Technology Technical Support (Level 5)



## Duration

44-50 Weeks, including holidays

## Entry Requirements

Applicants must meet the following criteria:

- Successfully completed a Level 6 or equivalent qualification in information technology or similar discipline; **OR**
- Successfully completed a bachelor degree in any information technology relevant field; **OR**
- Evidence of equivalent practical, professional or educational experience e.g. Three or more year full time experience (relevant to ICT); **OR**
- Candidates aged over 20 years who do not meet the entry requirements but whose skills, education or work experience indicate that they have equivalent knowledge and skills may be eligible for special admission at the discretion of the Head of the department or designated nominee.
- International students and those who do not have English as a first language must have an **IELTS** (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (**PTE**) overall band score of 50 with no individual band score less than 42; **OR** NZCEL Level— 4; **OR** equivalent.



## Aims of the Course

The programme aims to provide students with the specialised technical knowledge and skills from within the Information technology profession that focus on the specialisation of 'Networks and Systems Administration'. Graduates of this programme will be able to demonstrate theoretical knowledge and specialised technical skills with depth in the field of systems and network administration by analyzing and generating solutions to implement and maintain systems, networks and cloud based solutions to meet broadly defined organisational requirements.

## Course Content

The DNSA consists of two core and six elective courses of which students will need to select four to complete a qualification of 120 credits.

### Core Courses:

- Project Management
- Final Project

### Elective Courses:

( Students can complete the remaining credits from the following courses)

- Servers Infrastructure Administration
- Public and Private Cloud Technology
- Messaging and Collaboration Systems
- IT Service Management Advanced Computer Networks
- Network and System Security

## Career Opportunities

Graduates will gain skills and knowledge to gain entry level roles:

- Cloud Technology Support
- Network Administrator
- System Administrator
- IT Systems Support
- Systems Analyst
- IT Automation related role
- Junior Systems Engineer

### Network Administrator

Kaiwhakahaere Whatunga

Alternative titles for this job

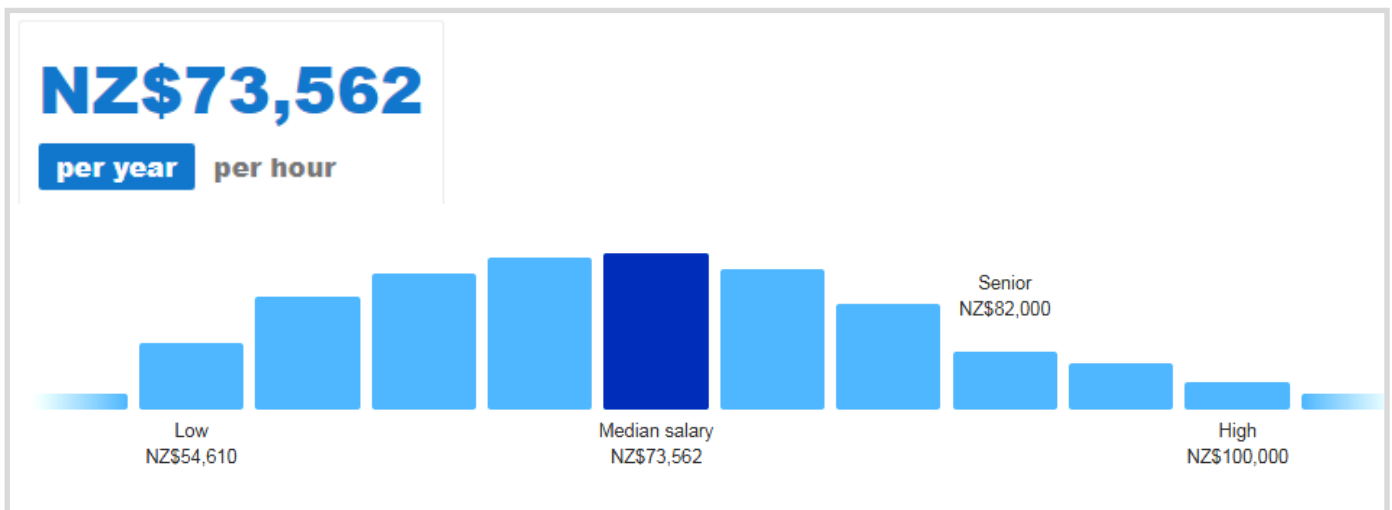
Network administrators design, install and maintain computer hardware and software networks, from one-building LANs (local area networks) to worldwide WANs (wide area networks).

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<b>Pay</b> Network administrators usually earn <b>\$80K-\$140K</b> per year <small>Source: Recruit.IT, 2021</small>	<b>Job opportunities</b>  Chances of getting a job as a network administrator are good due to a shortage of workers.	<b>Length of training</b>  <b>1-3</b> 1-3 years of training usually required.
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Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/network-administrator/>

## Network Administrator Average Salary in New Zealand, 2023



Source: <https://www.jobted.co.nz/salary/network-administrator>



# Diploma of Electrical Engineering (DEE)

## (Electronics & Embedded Systems/Telecommunication & Networks)

### Duration

2 years, including holidays

### Entry Requirements

- Applicants must have a Diploma in Electrical Engineering Level-5 or Equivalent
- The first year of the New Zealand Diploma in Engineering (Electrical) (Level 6) or Equivalent
- Equivalent knowledge and skills, such as 10 years high school +3 years certificate/diploma in technology, the first year of a Bachelor of Electrical Engineering degree completed and similar qualifications or
- 3 years relevant work experience and be 20 years of age or over. The applicant shall be required to formally apply for the assessments of prior learning; and complete the assessments of prior learning if approved to do so by the DEE programme leader
- An **IELTS** (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (**PTE**) overall band score of 50 with no individual band score less than 42; **OR** NZCEL Level— 4; **OR** equivalent.
- Over and above existing English proficiency may be determined if the medium of instruction in primary and secondary studies was in English OR if the applicant has studied for three years full time in New Zealand, USA, Canada, Australia, or the UK.



### Aims of the Course

This programme aims to provide an advanced programme of study covering core knowledge and skills in electrical and electronics engineering, and two specialist strands: telecommunications and networks; and electronics and embedded systems. The programme has been designed for students who have already completed a course of study in electrical engineering at Level 5, or who have equivalent skills and knowledge, and wish to develop more specialist knowledge and skills.

### Course Content

The DEE consists of two specializations:

1. Telecommunication & Networks
2. Electronics & Embedded Systems along with compulsory courses in electrical engineering.

#### Compulsory courses:

DEE 500 Mathematics for Engineers  
DEE 600 Engineering Project Management  
DEE 700 Final Project.

#### Optional Courses (Any Three Courses):

DEE 501 Electrical Circuits and Devices  
DEE 502 Computer Programme and CAD Tools

- DEE 610 Electronic Communication Systems
- DEE 602 Data Communications and Computer Networks
- DEE 603 Antenna and Wave Propagation
- DEE 604 Advanced Circuits and Systems
- DEE 605 Advanced Electronic Devices and Applications
- DEE 606 Microprocessor and Digital Logic Design

**Strand Courses**

**Telecommunication & Networks (All Six Courses)**

- DEE 710 Network Security
- DEE 711 Analysis and Design of Enterprise Networks
- DEE 712 Wireless Sensor Networks
- DEE 713 Wireless Communication
- DEE 714 Broadband Communication
- DEE 715 Optical Fiber Communication

**Electronics and Embedded Systems (All Six Courses)**

- DEE 720 Power Electronics Principles and Applications
- DEE 721 Automated Test System Design and Best Practices
- DEE 722 Advanced Microcontrollers and Interfacing
- DEE 723 Real Time Embedded Systems
- DEE 724 Real Time Operating Systems
- DEE 725 Control Systems

**Career Opportunities**

Graduates will gain skills and knowledge to gain entry level roles:

- Electrical engineer.
- Electrical services engineer.
- Electronics engineer.
- Control systems engineer.
- Power systems engineer.
- Telecommunications engineer.



## Electrical Engineer

Mataaro Pūhiko

Alternative titles for this job

Electrical engineers design, construct and manufacture electrical systems. They also maintain, operate and manage these systems.

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Pay	Job opportunities	Length of training
Electrical engineers usually earn <b>\$77K-\$160K</b> per year Senior and principal electrical engineers can earn <b>\$150K-\$210K</b> per year <small>Source: careers.govt.nz and Hays, 2023.</small>	 <p>Chances of getting a job as an electrical engineer are good due to a shortage of workers.</p>	 <p><b>4</b> 4 years of training required.</p>

Source: <https://www.careers.govt.nz/jobs-database/engineering/engineering/electrical-engineer/about-the-job>

## Electrical engineer Average Salary in New Zealand, 2023



Source: <https://nz.talent.com/salary?job=electrical+engineer>



# Diploma in Mechanical Engineering (DME) (Mechatronics and Control Systems/Automotive Engineering)

## Duration

2 Years (Full time study; inclusive of holidays)

## Entry Requirements

- Applicants must have a Diploma in Mechanical Engineering (Level-5) qualification; **OR** equivalent.
- An IELTS (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (PTE) overall band score of 50 with no individual band score less than 42; **OR** equivalent.

You can use the English language tests in the table below to meet ICA's English language requirements. You must satisfy the requirements in one sitting and results are valid for two years from the date on the test certificate.



### Other test option with Minimum Requirements:

IELTS Test (Academic)	TOEFL Internet-Based Test (iBT)	NZCEL	Pearson Test of English (PTE)	Language Cert	Cambridge English Qualifications	Trinity ISE
Overall band score of 6.0 with no individual band score less than 5.5	Score of 60 (with a writing score of 18)	Level 4 (Academic)	Overall band score of 50 with no individual band score less than 42	C1 Expert IESOL (LRWS) with PASS and no less than PASS in each skill	B2 First or B2 First for schools, or C1 Advanced or C2 Proficiency with a score of 169. No less than 162 in each skill	ISE II with no less than distinction in any band

## Aims of the Course

This programme aims to provide students with advanced theoretical knowledge, analytical and practical skills, and in-depth understanding of technological principles, techniques and physical procedures required to work as engineering technicians or technologists in the mechanical engineering industry including automotive, mechatronics and control.

Graduates of this programme will work with various types of mechanical and electro-mechanical devices to provide solutions to mechanical engineering businesses and services the industry needs.

## Course Content

The DME consists of two specializations:

1. Mechatronics and Control Systems
2. Automotive Engineering.

### Compulsory Courses (student must complete all of the following)

1. DME500 Engineering Mathematics
2. DME501 Engineering Drawing and Graphics
3. DME600 Engineering Management and Lean Methodology
4. DME700 Final project

### Optional Courses (Mechatronics and Control Systems students can choose two of the following)

- DME604 Analogue and Digital Electronics
- DME605 Mechatronics Systems and Design
- DME606 Control Systems Engineering

Optional Courses (Automotive Engineering students can choose two of the following)

DME502 Mechanics of Machines and Workshop Practices

DME601 Thermos Fluids

DME602 Materials and Manufacturing Processes

DME603 Mechanics of Materials

### Strands

Strands A: Specialisation in Automotive Engineering (students must complete all of the following)

DME710 Automotive System and Design

DME711 Automotive Engine and Combustion

DME712 Vehicle Dynamics and Stability

DME713 Automotive Body Engineering and Structures

DME714 Automotive Instrumentation and Sensors

DME715 Alternative Vehicles

Strands B: Specialisation in Mechatronics and Control Systems (students must complete all of the following)

DME720 CAD/CAM

DME721 Industrial Automation and Robotics

DME722 Actuators and Sensors

DME723 Electromechanical Systems and Devices

DME724 Building Services and Technology

DME725 Real Time Embedded Systems

## Career Opportunities

- Mechanical Engineering Technician
- Industrial Engineer
- HVAC Engineer and Technician
- Plastics Technician
- CAD Design Technician
- Mechatronics and Control Process Engineer
- Mechatronics Engineer
- Production/Plant Engineer
- Automotive Engineer
- Automotive Technician
- Automotive Mechanic
- Diesel Motor Mechanic

## Mechanical Engineering Technician

Kaihanganrau Take Pūkaha

Alternative titles for this job

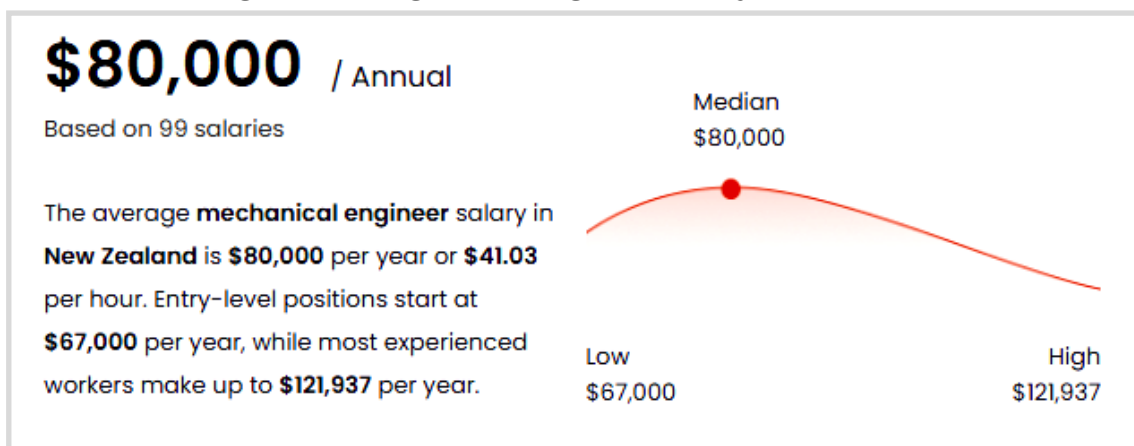
Mechanical engineering technicians help mechanical engineers design, develop, test and manufacture mechanical devices, including tools, engines and machines.

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<p style="text-align: center; font-weight: bold; margin: 0;">Pay</p> <p style="font-size: x-small; margin: 0;">Entry-level mechanical engineering technicians usually earn</p> <p style="text-align: center; font-weight: bold; margin: 0;">\$47K-\$65K per year</p> <p style="font-size: x-small; margin: 0;">Mechanical engineering technicians in managerial roles usually earn</p> <p style="text-align: center; font-weight: bold; margin: 0;">\$85K-\$140K per year</p> <p style="font-size: x-small; margin: 0;">Source: careers.govt.nz research, 2020.</p>	<p style="text-align: center; font-weight: bold; margin: 0;">Job opportunities</p> <div style="text-align: center; margin: 5px 0;"> </div> <p style="font-size: x-small; margin: 0;">Chances of getting a job as a mechanical engineering technician are good due to a shortage of workers and increasing demand for their services.</p>	<p style="text-align: center; font-weight: bold; margin: 0;">Length of training</p> <div style="text-align: center; margin: 5px 0;"> </div> <p style="font-size: x-small; margin: 0;">2-4 years of training usually required.</p>
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Source: <https://www.careers.govt.nz/jobs-database/engineering/engineering/mechanical-engineer>

## Mechanical Engineering average salary in New Zealand, 2023



Source: <https://nz.talent.com/salary?job=diesel+mechanic>

# Level 7

## Diploma in Civil Engineering (Building and Construction)

### Duration


2 Years (Full time study; Total 80 weeks including holidays)

### Entry Requirements

- Applicants must have a Diploma in Civil Engineering (Level-5) qualification; **OR** equivalent.
- An IELTS (Academic) overall band score of 6.0 with no individual band score less than 5.5; **OR** a Pearson English Language Test (PTE) overall band score of 50 with no individual band score less than 42; **OR** equivalent.
- You can use the English language tests in the table below to meet ICA's English language requirements. You must satisfy the requirements in one sitting and results are valid for two years from the date on the test certificate.



### Other test option with Minimum Requirements:

	IELTS Test (Academic)	TOEFL Internet-Based Test (iBT)	NZCEL	Pearson Test of English (PTE)	Language Cert	Cambridge English Qualifications	Trinity ISE
	Overall band score of 6.0 with no individual band score less than 5.5	Score of 60 (with a writing score of 18)	Level 4 (Academic)	Overall band score of 50 with no individual band score less than 42	C1 Expert IESOL (LRWS) with PASS and no less than PASS in each skill	B2 First or B2 First for schools, or C1 Advanced or C2 Proficiency with a score of 169. No less than 162 in each skill	ISE II with no less than distinction in any band

### Aims of the Course

This programme aims to provide students with advanced theoretical knowledge, analytical and practical skills, and in-depth understanding of technological principles, techniques and physical procedures required for employment in the civil engineering industry including building and construction. Students will acquire conceptual knowledge and practical skills in research, consultancy, planning, design, development, operation and maintenance founded on the scientific principles upon which Civil Engineering is based.

Graduates of this programme will also possess the advanced knowledge and skills required to select and apply





## ICA Level-5 Pathway Degree Programme: Bachelor of Computer and Information Sciences (One major and one minor) at AUT (City Campus)

### Academic requirements For ICA Level 5

For this programme, you will need:

- To be 16 years old by the time the programme starts.
  - To be High School Graduate
  - To have a New Zealand Certificate in English Language (Academic) (Level 4) or equivalent, IELTS (Academic) with an overall score of 6 with no band lower than 5.5.
- ◆ **After successfully completing ICA NZ Diploma IT Technical Support (Level 5), students can now continue to the Bachelor's Degree of Computer and Information Sciences (1 Major and 1 Minor) at AUT (City Campus).**

### What does this qualification cover

The programme will prepare learners with the necessary knowledge and skills for a career in Information Technology (IT) technical support. Learners will acquire broad vocational knowledge and practical skills, with an in-depth understanding of core and technical IT concepts. Upon completion, graduates will be able to understand IT environments, appreciate the needs of users, and provide IT technical support. They will also be able to demonstrate appropriate professional ethics and practices independently or as a part of a team.

#### Core courses (120 points)

These are courses all students in this degree must take. These courses cover foundational knowledge in computing and IT, and help you decide which subject to focus on later in your studies. One of the core courses is the research and development project you complete in your third year.

#### Your chosen major (120 points)

Your major is the subject area you want to specialise in. This makes up one third of your degree, and usually consists of eight courses related to your chosen subject.

#### Flexible component (120 points)

You can choose one of the following options

- Two minors (60 points each); or
- A minor (60 points) and elective courses (60 points); or
- A second major (120 points)

Your second major, minor(s) and elective courses can be from computing or from different AUT degrees.

## Three (3) years ICA and AUT Program will be:

Year 1		
ICA Diploma Courses	Year 2	
	AUT Courses	Year 3
ITTS501 : Computer Hardware and Operating Systems		
ITTS505: Data Communication and Computer Networks	Major course	AUT Courses
ITTS601 : System Administration	Major course	Major course
ITTS510: Database Design and Administration	Flexible component	Major course
ITTS515: Web Design Fundamentals	Flexible component	Flexible component
ITTS520: Programming Principles	Major course	Flexible component
ITTS525: IT Security and Professional Practice	Major course	Major course
ITTS 605: IT Project	Flexible component	Flexible component
	Flexible component	Research & Development Project

- ◆ The points of each Course will be 15, except the Research & Development Project.
- ◆ The Research & Development Project Course will be 30 points.

## Bachelor of Computer and Information Sciences Overview



### Majors

Choose one of these majors as part of your degree:

- Data Science
- Digital Services
- Networks and Cybersecurity
- Software Development

Refer to pages 18 to 21 for more details on each of these majors.

If you want to include a second major in your degree, you can choose another subject from the list above or can see more options from different AUT degrees on [aut.ac.nz/majors-minors](https://aut.ac.nz/majors-minors)

### Minors

A minor is smaller than a major. It usually consists of four courses.

If you decide to include a minor in your degree, you could choose from:

- Artificial Intelligence
- Data Science
- Digital Services
- Networks and Cybersecurity
- Software Development

For more information on each of these minors and to see even more minors from other subjects visit [aut.ac.nz/majors-minors](https://aut.ac.nz/majors-minors)



### Build your degree on our website

Visit our website to build your own degree and see what your three years of study could look like. Simply scan the QR code on 18- 21 pages.

#### Possible combinations include:

Bachelor of Computer and Information Sciences in Networks and Cybersecurity with minors in Finance and Economics (one major, two minors)

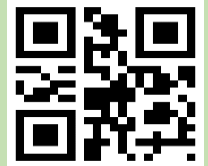
Bachelor of Computer and Information Sciences in Software Development with a minor in Artificial Intelligence (one major, one minor, plus elective courses of your choice)

Bachelor of Computer and Information Sciences in Data Science and Software Development (two majors).

# Undergraduate

Scan this QR code for details about courses or visit:  
<http://ica.ac.nz/programmes-courses>

## Bachelor of Computer and Information Sciences Data Science



Advances in big data analytics are already driving businesses and organisations towards increasing levels of automated decision-making through sophisticated machine learning software. As a graduate of this major you'll be ready to design and implement data-driven solutions for a range of problems.

### What does this major cover

#### YEAR 1 (ICA Courses)

The program consists of eight (8) courses:

Computer Hardware and Operating Systems, Data Communication and Computer Networks, System Administration, Database Design and Administration, Web Design Fundamentals, Programming Principles, IT Security and Professional Practice, IT Project.

#### YEAR 2 (AUT Courses)

Courses include data science, forecasting, structures and algorithms. You also take courses for your chosen second major, minor(s) or elective courses.

#### YEAR 3 (AUT Courses)

Courses this year are related to nature inspired computing, AI, datamining and knowledge engineering. You also take courses for your chosen second major, minor(s) or elective courses.

### Workplace experience

The Research and Development Project course in your final year brings together the skills you have developed throughout your degree. You apply what you've learnt in a project for an industry client or research centre under the guidance of an experienced supervisor.

### Career opportunities

- ◇ Data Analyst
- ◇ Data Scientist
- ◇ Data Engineer

## Data Analyst

Kaitātari Raraunga

Alternative titles for this job

Data analysts identify and describe data trends using statistics and specialised software to help organisations achieve their business aims.

#### Pay

Data analysts usually earn

**\$70K-\$130K** per year

Data scientists usually earn

**\$140K-\$170K** per year

Source: Absolute IT and Recruit IT, 2022.

#### Job opportunities



Chances of getting a job as a data analyst are good due to a shortage of workers.

#### Length of training



**2-3**

2-3 years of training usually required.

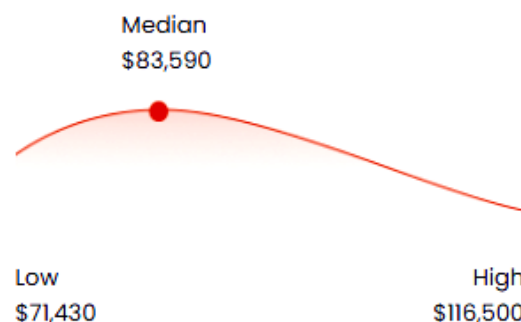
Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/data-analyst>

## Data Analyst average salary in New Zealand, 2023

**\$83,590** / Annual

Based on 565 salaries

The average **data analyst** salary in **New Zealand** is **\$83,590** per year or **\$42.87** per hour. Entry-level positions start at **\$71,430** per year, while most experienced workers make up to **\$116,500** per year.



Source: <https://nz.talent.com/salary?job=data+analyst>

# Undergraduate

Scan this QR code for details about courses or visit:  
<http://ica.ac.nz/programmes-courses>

## Bachelor of Computer and Information Sciences Digital Services



Technology is vital in our day-to-day lives but the digital technology we rely on needs to be secure, well-designed and fit for purpose. With the Digital Services major you learn to analyse, design, procure and implement information technology solutions.

### What this major covers

#### YEAR 1 (ICA Courses)

The program consists of eight (8) courses:

Computer Hardware and Operating Systems, Data Communication and Computer Networks, System Administration, Database Design and Administration, Web Design Fundamentals, Programming Principles, IT Security and Professional Practice, IT Project.

#### YEAR 2 (AUT Courses)

Courses this year cover needs analysis, acquisition and training; modelling, micro services, program design and construction, and information security technologies. You also take courses for your second major, minor(s) or elective courses.

#### YEAR 3 (AUT Courses)

You complete courses related to service innovation and design, internet of things and applications, and information security management. You also take courses for your chosen second major, minor(s) or elective courses.

### Workplace experience

The Research and Development Project course in your final year brings together the skills you have developed throughout your degree. You apply what you have learnt in a project for an industry client or research centre, under the guidance of an experienced supervisor.

### Career opportunities

- ◇ Call centre manager
- ◇ Database administrator
- ◇ Information analyst and designer
- ◇ IT support role
- ◇ Logistics analyst
- ◇ Network and systems administrator
- ◇ Outsourced IT services co-ordinator
- ◇ Solutions architect
- ◇ Integration and functional consultant
- ◇ IS operational manager
- ◇ IT service supervisor

### Network Administrator

Kaiwhakahaere Whatunga

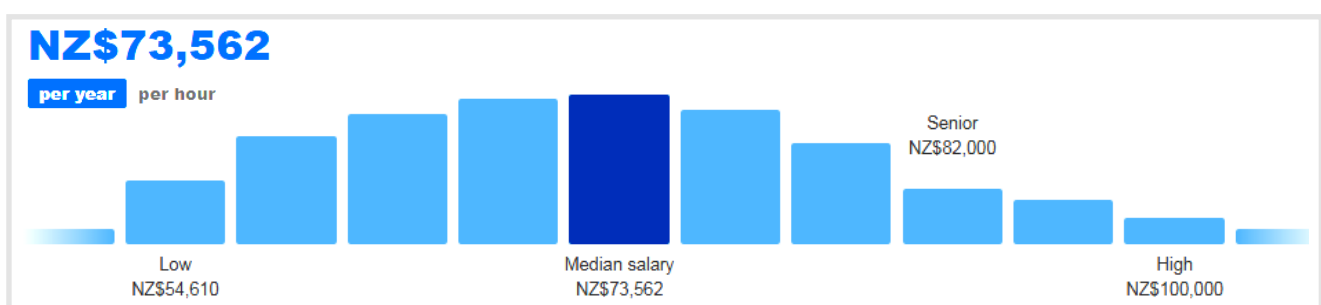
Alternative titles for this job

Network administrators design, install and maintain computer hardware and software networks, from one-building LANs (local area networks) to worldwide WANs (wide area networks).

Pay	Job opportunities	Length of training
Network administrators usually earn <b>\$80K-\$140K</b> per year <small>Source: Recruit IT, 2021</small>	<p>Chances of getting a job as a network administrator are good due to a shortage of workers.</p>	<p><b>1-3</b> 1-3 years of training usually required.</p>

Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/network-administrator>

## Network Administrator Average Salary in New Zealand, 2023

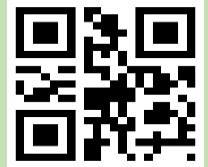


Source: <https://www.jobted.co.nz/salary/network-administrator>

# Undergraduate

Scan this QR code for details about courses or visit:  
<http://ica.ac.nz/programmes-courses>

## Bachelor of Computer and Information Sciences Networks and Cybersecurity



Information is often an organisation's most precious asset but it's also one of its most vulnerable assets. In this major you study the basics and infrastructure of networking, and learn to configure, implement and analyse network devices. This includes information network administration and cybersecurity to an advanced level.

### What does this major cover

#### YEAR 1 (ICA Courses)

The program consists of eight (8) courses:

Computer Hardware and Operating Systems, Data Communication and Computer Networks, System Administration, Database Design and Administration, Web Design Fundamentals, Programming Principles, IT Security and Professional Practice, IT Project.

#### YEAR 2 (AUT Courses)

Courses include network and system administration, applications, and operating systems. You also take courses for your chosen second major, minor(s) or elective courses.

#### YEAR 3 (AUT Courses)

This year you complete courses related to network security, network technologies, enterprise networks, secure systems, and information security management. You also take courses for your chosen second major, minor(s) or elective courses.

### Workplace experience

The Research and Development Project course brings together the skills you have developed throughout your degree. You apply what you have learnt in a project for an industry client or research centre, under the guidance of an experienced supervisor

### Career opportunities

- ◇ IT security analyst
- ◇ Network analyst
- ◇ Network designer
- ◇ Systems and network administrator

## Systems Administrator

Kaiwhakahaere Pūnaha

Alternative titles for this job

Systems administrators develop, maintain and administer computer operating systems, database management systems, and security policies and procedures.



Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/security-analyst>

## Systems Administrator Average Salary in New Zealand, 2023

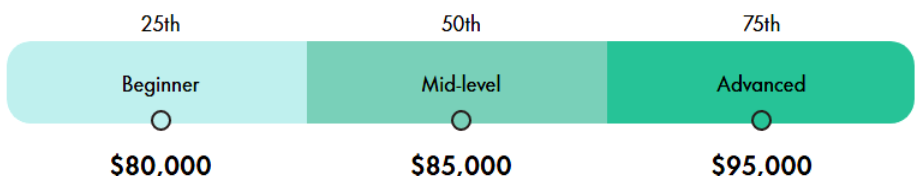
### Midpoint Salary

# \$85,000

per year

Salary range based on three percentiles

The starting salaries in this guide represent gross yearly salaries, and do not include bonuses, benefits, and KiwiSaver.



Source: <https://www.roberthalf.co.nz/salary-details/systems-administrator/new-zealand>

# Undergraduate

Scan this QR code for details about courses or visit:  
<http://ica.ac.nz/programmes-courses>

## Bachelor of Computer and Information Sciences Software Development



Demand for new technology is constantly increasing. Technological solutions could lead to advances in areas as diverse as biomedicine, communications, business and entertainment. Software developers play a role in those advances. This major prepares you for these diverse and exciting roles.

### What this major covers

#### YEAR 1 (ICA Courses)

The program consists of eight (8) papers:

Computer Hardware and Operating Systems, Data Communication and Computer Networks, System Administration, Database Design and Administration, Web Design Fundamentals, Programming Principles, IT Security and Professional Practice, IT Project.

#### YEAR 2 (AUT Courses)

Courses include software development practice, program design and construction, data structures, operating systems, and algorithms. You also take courses for your chosen second major, minor(s) or elective courses.

#### YEAR 3 (AUT Courses)

Complete courses related to human computer interaction, issues in software engineering, distributed and mobile systems, and web development. You take courses for your chosen second major, minor(s) or elective courses.

### Workplace experience

The Research and Development Project course brings together the skills you have developed throughout your degree. You apply what you have learnt in a project for an industry client or research centre, under the guidance of an experienced supervisor.

### Career opportunities

- ◇ Computer programmer
- ◇ Mobile/app developer
- ◇ Software developer, engineer or tester
- ◇ Systems analyst or architect
- ◇ Technology consultant
- ◇ Web developer

### Software Developer

Kaihanga Pūmanawa Rorohiko

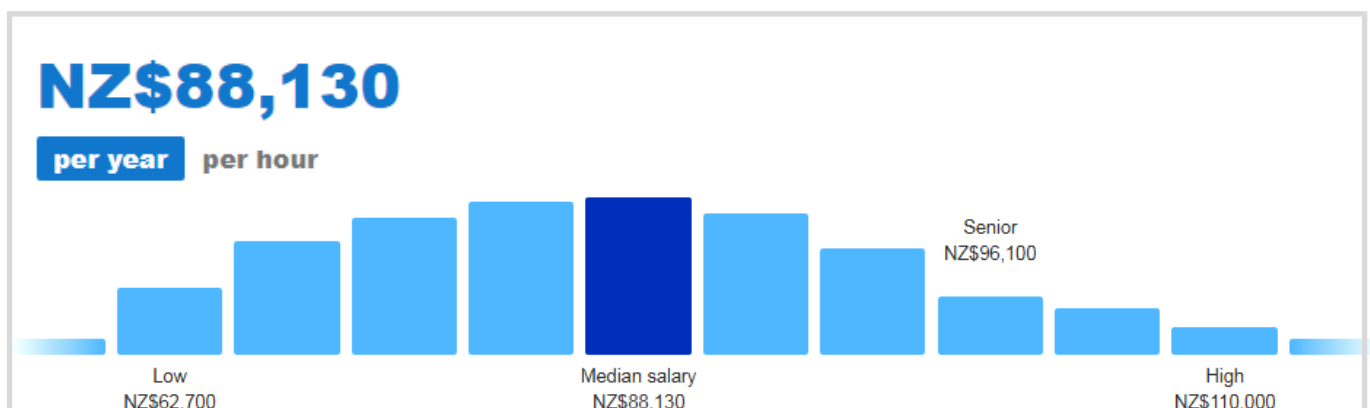
Alternative titles for this job

Software developers create and maintain computer software, websites and software applications (apps).



Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/software-developer>

## Software Developer Average Salary in New Zealand, 2023



Source: <https://www.jobted.co.nz/salary/software-developer>

## ICA Level 5 & Level 6 Pathway Degree Programme: Griffith University Bachelor of Information Technology

### Academic requirements For ICA Level 5 (NZDITTS) and Level 6 (NZDSA)

For this programme, you will need:

- To be 16 years old by the time the programme starts.
- To be high school graduate.
- To have a New Zealand Certificate in English Language (Academic) (Level 4) or equivalent, IELTS (Academic) with an overall score of 6 with no band lower than 5.5.
- ◆ **After successfully completing the NZ Diploma IT Technical Support (NZDITTS level 5) with one year of study at ICA, the student will get 80CP (Credit precedents) of credit transfer from ICA. The student can now continue to the Bachelor of Information Technology at Griffith University, Gold Coast and Nathan Campus (Australia).**

OR

- ◆ **After successfully completing the NZ Diploma IT Technical Support (NZDITTS level 5) + NZ Diploma (NZDSA level 6) with two years study at ICA, the student will get 140CP (Credit precedents) of credits transfer from ICA. The student can now continue to the Bachelor of Information Technology at Griffith University, Gold Coast and Nathan Campus (Australia).**

### What does this qualification covers

With this degree, you will achieve a high level of core IT technical knowledge and a major specialisation, ensuring you are prepared for a career across a vast number of roles and industries. You will learn in purpose-built, industry-leading facilities crafted to reflect genuine workplaces. From our Big Data Visualisation Lab to our virtual reality, augmented reality, gamification and robotics labs, you will have ample opportunity to enhance your learning through cutting-edge technology.

### Graduate outcomes

Depending on your major, you may find a job as a systems analyst, business analyst, software developer, database administrator, systems administrator, network and security administrator, network architect, technical writer, web developer, app developer, game developer, computer engineer, educator or researcher. You'll be prepared for a career in commerce, industry, corporate IT, government or private consulting.

### Majors

- Information Systems and Business Analysis
- Networks and Cyber Security
- Software Development
- Data Analytics and IoT
- Information Technology.

### Flexible component

**Take control of your time** - This degree has intakes in Trimester 1 and 2. So, whenever you're ready to study, we're ready to get you started.

For more information kindly visit : <https://www.griffith.edu.au/study/degrees/bachelor-of-information-technology-1538>, Or

<http://ica.ac.nz/marketing-resources/pathway-to-griffith-university-it.html>



## Three (3) years ICA and Griffith University Program will be:

### Year 1: (NZDITTS level 5) courses from ICA

80CP credit transfer awarded towards the Bachelor of Information Technology for completion of the New Zealand Diploma in Information Technology Technical Support (1 year).

For more detail about the courses kindly visit: <http://ica.ac.nz/programmes-courses/nz-diploma-in-it-technical-support-level-5.html>

### Year 2 & 3: IT courses from Griffith University

Students can complete the Bachelor of Information Technology in 2 years (160CP) commencing in Trimester 1 or Trimester 2.

For more detail about the courses kindly visit: <https://www.griffith.edu.au/study/degrees/bachelor-of-information-technology-1538>

Year 1		
ICA NZDITTS Courses	Year 2	
	Griffith University Courses	Year 3
ITTS501 : Computer Hardware and Operating Systems		
ITTS505: Data Communication and Computer Networks	1004ICT: Professional Practice in Information Technology - Tri 1	Griffith University Courses
ITTS601 : System Administration	2807ICT: Programming Principles - Tri 1	1621ICT: Web Technologies – Tri 1
ITTS510: Database Design and Administration	Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 1	2814ICT: Data Management - Tri 1
ITTS515: Web Design Fundamentals	Free-choice elective - Tri 1	Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 1
ITTS520: Programming Principles	2810ICT: Software Technologies - Tri 2	Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 1, 2
ITTS525: IT Security and Professional Practice	1805ICT: Human Computer Interaction - Tri 2	Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 2
ITTS 605: IT Project	Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 2	Free-choice elective - Tri 1, 2
		Free-choice electives – Tri 2

## Three (3) years ICA and Griffith University Program will be:

### Year 1 & 2: (NZDITTS level 5) + (NZDSA level 6) courses from ICA

140CP credit transfer awarded towards the Bachelor of Information Technology for completion of the New Zealand Diploma in Information Technology Technical Support (1 year) + New Zealand Diploma in Systems Administration.

### Year 3: IT courses from Griffith University

Bachelor of Information Technology in 1 year (80CP), commencing in Trimester 1 or Trimester 2.

For more detail about the courses kindly visit: <https://www.griffith.edu.au/study/degrees/bachelor-of-information-technology-1538>

Year 1		Year 2		Year 3	
ICA NZDITTS Courses		ICA NZDSA Courses		Griffith University Courses	
ITTS501 : Computer Hardware and Operating Systems					
ITTS505: Data Communication and Computer Networks		DSA601 : Identity Management and Directory Studies			
ITTS601 : System Administration		DSA602 : Server Virtualisation Infrastructure		1621ICT: Web Technologies – Tri 1	
ITTS510: Database Design and Administration		DSA603 : Messaging Systems Administration		2814ICT: Data Management - Tri 1	
ITTS515: Web Design Fundamentals		DSA604 : Network Access and Security		Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 1	
ITTS520: Programming Principles		DSA605 : Application and Desktop Virtualisation		Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 1, 2	
ITTS525: IT Security and Professional Practice		DSA606 : Data Storage Solutions and IT Service Management		Major course <b>OR</b> IT courses (for students electing to not complete a major) - Tri 2	
ITTS 605: IT Project		DSA607 : Professional Practice		Free-choice elective - Tri 1, 2	
		DSA608 : IT Project		Free-choice electives – Tri 2	

\* For completing the Bachelor of Information Technology in Griffith University, students must complete more 0.5 year (20CP) in Trimester 1 or Trimester 2.

# Undergraduate

Scan this QR code for details about courses or visit:

<http://ica.ac.nz/programmes-courses>

## Bachelor of Information Technology



### What you will study

With this degree, you'll achieve a high level of core IT technical knowledge and a major specialisation, ensuring you're prepared for a career across a vast number of roles and industries. You'll learn in purpose-built, industry-leading facilities crafted to reflect genuine workplaces. From our Big Data Visualisation Lab to our virtual reality, augmented reality, gamification and robotics labs, you will have ample opportunity to enhance your learning through cutting-edge technology such as our new Cyber Range.

### Majors

Information Systems; Networks and Security;  
Software Development.

### Career opportunities

Depending on your major, you may find a job as a

- ◇ Systems analyst,
- ◇ Business analyst,
- ◇ Software developer,
- ◇ Database administrator,
- ◇ Systems administrator,
- ◇ Networks security administrator,
- ◇ Network architect,
- ◇ Technical writer,
- ◇ Web developer, app developer, game developer,
- ◇ Computer engineer, educator or researcher.

You'll be prepared for a career in commerce, industry, corporate IT, government or private consulting.

## Systems Administrator

Kaiwhakahaere Pūnaha

Alternative titles for this job

Systems administrators develop, maintain and administer computer operating systems, database management systems, and security policies and procedures.

#### Pay

Systems administrators usually earn

**\$85K-\$120K** per year

Database administrators usually earn

**\$85K-\$145K** per year

Source: Absolute IT and Recruit IT, 2022

#### Job opportunities



Chances of getting a job as a systems administrator are good due to a shortage of workers.

#### Length of training



**2-4**

2-4 years of training usually required.

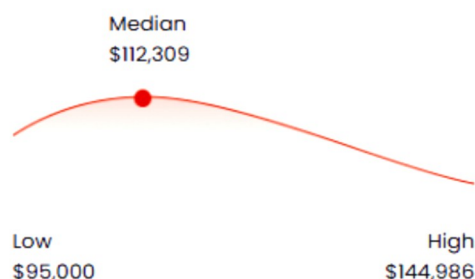
Source: <https://www.careers.govt.nz/jobs-database/it-and-telecommunications/information-technology/systems-administrator>

## Software Developer average salary in Australia, 2023

**\$112,309** / Annual

Based on 593 salaries

The average **software developer** salary in **Australia** is **\$112,309** per year or **\$57.59** per hour. Entry-level positions start at **\$95,000** per year, while most experienced workers make up to **\$144,986** per year.



Source: <https://au.talent.com/salary?job=software+developer>

# Cross Credit and Recognition of Prior Learning

## Recognition and award of credit for learning

Learning achieved through prior formal education and work/life experience can be formally acknowledged. Credit can be awarded where a student's previous learning and academic achievements can demonstrate relevance to ICA programmes and qualifications.

## Procedure:

### 1. Credit Recognition and Transfer (CRT)

Credit recognition and transfer is critical to support learners along appropriate learning pathways. Credit recognition and transfer is available for:

- The same course completed at another education provider e.g. NQF unit standards;
- Equivalent material covered in courses from different programmes where the learning outcomes have been adequately covered at the same level;

Recognition of prior learning is credit for learning gained from relevant work experience and/or informal courses.

Assessment of learning for CRT at ICA:

- Is considered at the time of enrolment application.
- Focuses on skills and knowledge held by the applicant.
- Incurs a non-refundable fee payable at point of enrolment.
- Requires sufficient evidence to show that the learner meets the learning outcomes for the credit which is being sought.
- The evidence shows a direct relevance between the learning achieved and the competent for which credit is being sought.
- The level and credit value of the learning achieved is equivalent to or higher than that of the component for which credit is being sought.
- Allows a maximum of 50% of credits to be awarded towards a qualification through CRT/RPL.
- Provides appropriate information, support and advice about the process to the applicant.
- Is conducted by an independent assessor.
- Ratifies assessment decisions at Academic Board.

Credit recognition and transfer will be awarded to any student who:

- Provides evidence that they have completed a component of a New Zealand Certificate or Diploma that is also a component of an ICA programme or a NZQA assessment standard. The student should

provide their Record of Learning at the time of enrolment so that credit transfer can be awarded and recorded on their student record; Or

- Provides adequate evidence that they have completed components of learning that match to the level and learning outcomes of components of an ICA programme.
- This may occur on a case-by-case basis (individual learners) or as a structured agreement between organisations.
- There is an acceptable level of match between components/learning outcomes.
- Specific schedules of CRT arrangements are provided at programme level.
- Applications for CRT should be made on form 6.3 at point of enrolment with relevant documentation attached.

### 2. Recognition of Prior Learning (RPL)

Some learners have levels of skills and knowledge without a formal qualification, gained through several years of work experience and informal education and training. Learners are able to demonstrate proficiency through evidence portfolios, interview and/or assessments to achieve credits.

- RPL shall be dealt with on a case-by-case basis.
- Learner must apply for RPL through a formal application to ICA.
- An academic advisor will provide support and guidance.
- An independent assessor will evaluate the application and decide the eligibility of the applicant for the RPL ensuring appropriate evidence is provided. Evidence can include evidence portfolio, attestations, interview and/or challenge assessment.
- Credit will be awarded following on the assessor's decision.

Applications for RPL should be made on form 6.3 at point of enrolment with relevant documentation attached.

# Student Testimonial



"The International College of Auckland is the place to extend knowledge. Here I learned how the labour New Zealand market works and how we, as professionals are able to cover it. The International College of Auckland provides more than an engineering knowledge, generating awareness of the real professional life. The college is always able to bring to the students all the support needed with intellectual and physical means. The professional structure - teachers and administrative bodies are always open to help you and give the best of them."

— Yohan Steven Borda Medina from Colombia (Diploma in Electrical Engineering, Level 7)



"I have thoroughly enjoyed my time at the International College of Auckland. It's great to be part of an institution that cares for each student on an individual level and personal level. Coming from a much larger place of learning, it is nice to feel like a valuable member of the ICA community rather than just an administrative number. I would highly recommend the International College of Auckland to any international student looking to pursue higher education in New Zealand."

— Lyca Dela Cruz - Diploma in Networks and System Administration (Level 7)



"I can positively say ICA College has made me a better person. It has helped me develop a positive attitude towards my studies and discover more about myself. Teachers are very caring and interested in students' well-being."

— Omar Lumague - Diploma in Civil Engineering (Level 7)



"ICA is a college approved by NZQA and one of a kind engineering college here in New Zealand. They allow the chance to network with great professor and companies, and make our study here experience the real world."

— Marilou Rebosura - Diploma in Electrical Engineering (Level 7)



"I'm from Argentina and I was studying Computer Systems Support Level 7 until March 2017. When I first came to Auckland, it was a bit hard to adapt to all the changes and challenges as an international student. New city, new people, new education. Fortunately, ICA provided me with the right support from the beginning, demonstrating a real interest in following students' progress not only in their class time but also during their day-to-day life. Head of Department, Ali Ashraf, deserves a special mention for his unwavering commitment to help me to stay on track when I needed it the most. Thanks to one of the job seminars organized by ICA, I got the chance to apply and join the high value business services company Concentrix where I'm currently working as a technical support advisor. This position is great opportunity to integrate and put into practice the knowledge and skills that ICA helped to obtain. At the same time, I met a lot of interesting and inspiring people"

— Santiago Gonzales Novillo from Argentina (Diploma in Computer Systems Support - Level 7)



"Studying at the International College of Auckland is one of the right steps I made. They not only enhance my knowledge in the field of my choice which is in accordance to New Zealand standards, but also giving the right guidance to success."

— Joshua Daniel Dsouza (Diploma in Mechanical Engineering, Level 7)

## Code of Practice for the Pastoral Care of International Students

International College of Auckland has agreed to observe and be bound by the Code of Practice for Pastoral Care of International Students published by NZQA. Copies of the code are available on request from ICA or from the NZQA website at: <http://www.nzqa.govt.nz/providers-partners/caring-for-international-students>

### Immigration

All international students are required to obtain a valid visa to be able to enter and study in New Zealand. It is the responsibility of the student to maintain a valid student permit throughout the duration of their study programme at ICA. ICA does not organise student visas.

Please ensure that a transit visa is held for stop overs in countries on the way to New Zealand when required. Passengers without the necessary visa may be prevented from continuing their journey,

Full details of visa requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration service.

For more information, visit their website at: <http://www.immigration.govt.nz>

### Accident Insurance

The Accident Compensation Corporation (ACC) provides accident insurance for all New Zealand citizens, residents, and temporary visitors to New Zealand. However, you may still be liable for all other medical and related cost. More information can be viewed at: <http://www.acc.co.nz>.

### Medical and Travel Insurance

Medical and Travel Insurance is compulsory for international students studying in New Zealand. The insurance needs to be in place from the time a student leaves their home country to their return home .

### Accommodation

Students over 18 years old may choose their own accommodation. However, should they wish to ask for assistance in organizing homestay accommodation, they should indicate this on the registration form or inform ICA marketing and support staff at least 10 working days prior to arrival. If a problem arises with the arranged accommodation, ICA marketing staff are available daily during normal office hours. In case of an emergency, please contact the principal.

## Refund Policy

- If the student has received an approval in principle and paid the fees but the visa was subsequently declined by Immigration New Zealand, the student will be entitled for a full refund less NZ\$500.
- If the student has received an approval in principle, paid the fees and has been issued a visa, and decides to withdraw before the commencement of the course, the student is entitled for a full refund less 25% of the fees paid.
- For two years study: If the student withdraws before the second year commenced, the student is entitled for a full refund less than 25% of the second year fees paid.
- If the student withdraws within the first 10 working days, the student may be entitled for a full refund less than 25% of the fees paid for the costs incurred by the college.
- If the student withdraws on the 11th day or later, the student will not be eligible for a refund of the fees unless there are exceptional circumstances. This will be at the discretion of the management and will be considered on a case to case basis. The student should provide documentation to support such as application. Documentation must be submitted within one month of the last date of attendance.
- The management will make no refund if the student has been expelled or dismissed from the college, the student wishes to transfer to another school, or the enrolment application is found to be inaccurate in any way and the contract is terminated.
- Where a student is withdrawing, written confirmation from the student or the student's parent/s or guardian (if the student is under 18 years old) must be provided.



## Fee Protect for students

The New Zealand Government requires all private training establishments registered with the New Zealand Qualifications Authority (NZQA), to have some form of protection for fees paid to them in advance. These requirements are outlined in the New Zealand Qualifications Authority Student Fee Protection Policy.

Fee Protect is a student fee trust account which ensures you receive a refund on the fees (or portion of fees) you pay to a training provider if the provider is unable to complete the course, for example due to closure, insolvency or loss of NZQA accreditation.

Student fees include:

- course tuition costs
- accommodation costs
- living expenses
- travel and health insurance premiums, if arranged through your training provider.

Fee Protect means that the last thing you will need to worry about is what happens to your fees.

## Arriving in NZ

### Customs New Zealand

New Zealand is very strict on what can and cannot be brought into the country. Please check the immigration section of the pre-departure guide for information on prohibited items. It is important to note that New Zealand Immigration may impose fines on anyone bringing prohibited items into New Zealand. The Auckland Airport website has detailed information on customs and Immigration, and airport maps to help you with your arrival. You can visit [www.aucklandairport.co.nz](http://www.aucklandairport.co.nz) for more information.

### Driving in New Zealand

If you hold a valid overseas driver's license or an international driving permit, you can drive in New Zealand for a maximum of 3 months after you first arrive. You should then apply for a New Zealand Driver's license. You will need two kinds of identification (ID) to prove who you are and what your current address is. You must also be able to prove you hold a valid overseas license. If you do not apply for a New Zealand driver's license within three months of arriving in New Zealand, you will become an unlicensed driver and could be charged if you are caught driving by the police. You need a license to obtain vehicle insurance.

## International Student Support and Services

ICA understands that students need extra care from the school. To provide this service to students, we have a student services department which focuses on looking after our students:

- Assist students in writing CV 's, practicing interview skills, understanding work culture and managing their expectations of jobs and levels in the industry.
- Assist students in seeking both work experience roles and part time jobs whilst they are studying and full time roles once they have graduated.
- Communication and problem solving for students
- Student Interviews and reports
- Student satisfaction monitoring

Parents are welcome to contact our student services team to find out about the progress of a student.

### Airport Pick up

\$100 for airport pick up Note: student and flight details need to be supplied 48 hours before arrival date.

### Accommodation

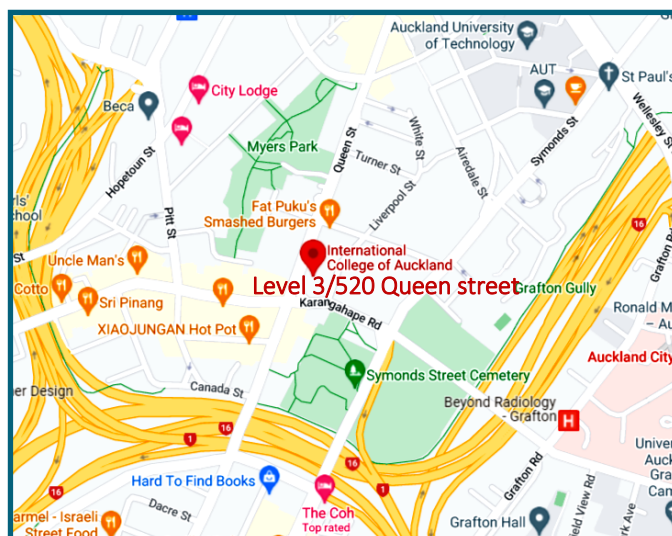
- \$200 for accommodation arrangement fee
- Homestay fee: Between \$200 - \$300 per week

### What to Wear in New Zealand

New Zealand is a land of extremes so you should bring clothing to cover all seasons and weather.

**For hot weather (November-March):** Sun hat, sunglasses, light cotton clothing, short pants and skirts and a good sunscreen (SPF 15+).

**For cold weather (April-October):** Warm woolen clothing, rain jacket, warm gloves, hats and scarves, long pants Footwear: Sturdy walking shoes, sandals or flip-flops, tidy dress shoe.





2002 ICA was established under the Education Act of 1989. ICA became a public trust member ensuring the protection of international students' fees.

2004 ICA became the first training establishment which purchased business insurance from People's Insurance Company of China. From 2004 to 2006, ICA received educational funding allocated by the Tertiary Education Commission.

2006 Student numbers enrolled in English for Migrants accounted for 30% of the market share among the Private Education Providers in New Zealand; the Horticulture programme accounted for 50% of the total market share. ICA started to collaborate with local universities including the University of Auckland. ICA began an annual donation to the West Lynn Garden aiming at building a green Community.

2007 ICA offered PhD Scholarship in Plant Sciences in association with the University of Auckland. The scholarship was part of the "Three Brothers Project". ICA offered New Zealand Horticulture Scholarship mainly to students from the Pacific Islands and China.

2009 ICA became a member of Microsoft IT Academy and a Microsoft Certified Test Centre. Responding to the government's call, ICA provided scholarships to students in financial hardship from the Pacific Islands.

2014 ICA Signed a Strategic Cooperation Agreement with NorthTec. ICA has developed articulation arrangement with Griffith University Australia

2015 ICA Signed a Pathway MOU with Massey University.

2016 ICA Signed a Pathway MOU with Unitec Polytechnic. ICA has been approved for TEC Funding to offer Electrical Engineering course to NZ Domestic students. ICA signed a Registration Contract with Trinity College London to offer the Trinity Certificate in TESOL.

2017 ICA started to offer Civil Engineering and Mechanical Engineering courses and became the only PTE in New Zealand offers the most of Engineering programmes. ICA opened its Hamilton Campus.

2021 ICA signed pathway to AUT



Level 3, 520 Queen Street, Auckland

Tel: 0064-9-3099558

Fax: 0064-9-3099558

Email: [enroll@ica.ac.nz](mailto:enroll@ica.ac.nz)

Website: [www.ica.ac.nz](http://www.ica.ac.nz)