

New Zealand Certificate in Information Technology Essentials (Level 4)

This Programme is owned by WelTec but taught at both the Whitireia Campus in Porirua and the WelTec Campus in Petone.

Introductory 17-week programme. Learn basic PC maintenance such as how to install, configure and maintain office network computers. Build knowledge of computer programming, hardware and operating systems. Develop your understanding of the internet and foundation knowledge of automated office applications and web page design.

What you will learn

- Gain knowledge of computer hardware and operating systems
- Understand the essentials of computer applications and networks
- Learn business analysis and database management
- Develop skills in web design
- Work on software development
- Plan and manage IT projects

Career options

- Technician
- Helpdesk liaison
- IT office administrator

Entry criteria

Under 20 years

- 40 credits at Level 2 or above
- Literacy - 10 credits at Level 1 or above, made up of 5 credits in reading and 5 credits in writing
- Numeracy - 10 credits at Level 1 or above
- Or relevant qualification

Enrol now!



Programme Dates

01/03/2021 (Petone - WelTec)
01/03/2021 (Porirua - Whitireia)
12/07/2021 (Petone - Weltec)
12/07/2021 (Porirua - Whitireia)



Duration

17 weeks, full-time, part-time options available



Domestic Fees

FREE under TTAF*



Campus

Petone - WelTec
Porirua - Whitireia
Petone - Weltec

More info

whitireia.ac.nz
weltec.ac.nz
teauaha.com



Contact Us

enrolments@whitireia.ac.nz
0800 WHITIREIA (944 847)

enrolments@weltec.ac.nz
0800 WELTEC (935 832)



Over 20 years

If you're 20 years or over, you may qualify for special admission on this programme. Contact us if you don't meet the Under 20 entry criteria.

International students

Minimum IELTS (academic) score of 5.5 with no band score lower than 5, or equivalent.

Find your country's [equivalent academic entry requirements here](#)

Study Part-time

Are you looking to study part-time while you work or balance other commitments?

No problem we can make study work for you. This programme includes part-time study options for people who want the flexibility of studying while they manage other commitments.

[Go to International Students main page](#)

[Download Programme Course Selection Sheet](#)

** International fees shown here do not include insurance and administration (currently approximately \$780 per year of study)*

Government's Targeted Training and Apprenticeship Fund (TTAF)

These programmes are FREE under TTAF, covering; compulsory tuition fees, compulsory course costs and compulsory student services fees.

Visit tec.govt.nz for more information about TTAF.

Further Study Options

[New Zealand Diploma in Information Systems \(Level 5\)](#)

[New Zealand Diploma in Information Technology Technical Support \(Level 5\)](#)

[Bachelor of Information Technology \(Level 7\)](#)

Enrol now!

Campuses

Porirua Campus

3 Wi Neera Dr
Porirua

School of Construction

18 Western Hutt Rd
Petone

Petone Campus

21 Kensington Ave
Petone

School of Hospitality

52 Cuba St
Wellington

Te Kāhui Auaha

65 Dixon St
Wellington



More info

whitireia.ac.nz

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Whitireia
NEW ZEALAND



WelTec