

Qualification details

Qualification number/Te nama o te tohu mātauranga	2462		
English title/Taitara Ingarihi	New Zealand Certificate in Project Management Foundations		
Māori title/Taitara Māori			
Version number/Te putanga	3	Qualification type/Te momo tohu	Certificate
Level/Te kaupae	4	Credits/Ngā whiwhinga	60
NZSCED/Whakaraupapa	080315 Management and Commerce>Business and Management>Project Management		
Qualification developer/Te kaihanganga tohu	Ringa Hora Services Workforce Development Council		
Review Date /Te rā arotake	31/07/2030		

Outcome statement/Te tauāki ā-hua

Strategic Purpose statement/ Te rautaki o te tohu
<p>The purpose of this qualification is to provide Aotearoa New Zealand with people who can carry out a broad range of support roles as a project team member.</p> <p>Graduates will be able to contribute to the performance of different entities, by increasing project success through consistent application of project management skills.</p> <p>Graduates of this qualification will be able to support project(s), take responsibility for some parts of a project(s) under broad guidance, recognise how Te Tiriti o Waitangi applies in their context, and engage in multi-cultural environments.</p>

Graduate Profile/Ngā hua o te tohu
<p>Graduates of this qualification will be able to:</p> <ul style="list-style-type: none"> - Support a project(s) through its life cycle through the selection and application of project management knowledge, tools, and techniques. - Take responsibility and lead aspects of a project(s) under broad guidance. - Behave in an ethical and an inclusive manner to support the performance of the project.

Education Pathway/ Ngā huarahi mātauranga
--

Graduates of this qualification may progress to further study in:

- New Zealand Diploma in Business (Level 5) with strands in Accounting, Administration and Technology, Human Resource Management, Leadership, Management, Marketing, Sales, and Project Management [Ref: 2459]
- relevant industry and/or academic certifications and/or qualifications.

Award of this qualification may equip graduates towards credentials from the Project Management Institute and other professional bodies in Project Management.

Employment, Cultural, Community Pathway/ Ko ngā huarahi ā-mahi, ā-ahurea, ā-whānau, ā-hapū, ā-iwi, ā-hapori anō hoki

Graduates of this qualification may be employed in project roles in a variety of business entities. They may also contribute to community groups in volunteer project roles.

Qualification Specifications/ Ngā tauwhāititanga o te tohu

Qualification Award/ Te whakawhiwhinga o te tohu	This qualification can be awarded by any education organisation with an approved programme or accreditation to deliver an approved programme.
Evidence requirements for assuring consistency/ Ngā taunaki hei whakaū i te tauritenga	<p>Evidence requirements should include:</p> <ul style="list-style-type: none"> • an overview of the mapping of the programme learning outcomes and assessments to the graduate profile outcomes • analysis and interpretation of graduate performance relative to the graduate profile outcomes in their next role: study and/or employment • analysis and interpretation of graduate self-assessment • analysis and interpretation of external and internal moderation.
Minimum standard of achievement and standards for grade endorsements/ Te pae o raro e tutuki ai, ngā paerewa hoki hei whakaatu i te taumata o te whakatutukinga	Achieved
Other requirements for the qualification (including regulatory body or legislative requirements)/ Kō ētahi atu here o te tohu (tae atu hoki ki ngā here ā-hinonga whakamarumarū, ki ngā here ā-ture rānei)	None
General conditions for programme/ Ngā tikanga whānui o te hōtaka	<p>Programme delivery must be in the context which allows for all assessment to be conducted in real business context(s) and/or based on scenario(s) which must reflect the requirements and practicalities for conducting business in Aotearoa New Zealand.</p> <p>Programme delivery must reflect Te Tiriti o Waitangi. Additional guidance and recommendations for programme development can be found on the Ringa Hora website at Business, Professional and Personal Services - Ringa Hora.</p>

	<p>Definitions</p> <p>Conducting business in Aotearoa also considers Māori culture, multiculturalism, the recognition, celebration, and integration of diverse cultural backgrounds and perspectives within the country.</p> <p>An <i>entity</i> can be a commercial or other enterprise, Iwi organisation, Incorporated Society, Schools, not for profit, or a community organisation. An entity can also be self-managed, a small team or separate business unit within a larger organisation.</p> <p><i>Ethical and inclusive manner</i> relates to professionalism, inclusivity, tikanga, values of an entity, personal values, industry conduct.</p> <p>Programme Endorsement</p> <p>Providers are advised to refer to the Ringa Hora Services Workforce Development Council programme endorsement considerations:</p> <ul style="list-style-type: none"> • Ngā Whakamārama - Programme content • Mana ōrite mō te hunga ako - Equity for learners • Torotoronga me te kimi whakairo - Programme engagement and consultation • Te ao Māori • Te akoako me ngā reo o Te Moana-nui-a-Kiwa - Pacific languages and learners • Tangata Whaikaha - Disabled people.
--	---

Conditions relating to the Graduate Profile /Ngā tikanga e hāngai ana ki nga hua o te tohu

Qualification outcomes/ Ngā hua	Credits/Ngā whiwhinga	Conditions/Ngā tikanga
1. Support a project(s) through its life cycle through the selection and application of project management knowledge, tools, and techniques.	35	
2. Take responsibility and lead aspects of a project(s) under broad guidance.	15	
3. Behave in an ethical and in an inclusive manner to support the performance of a project.	10	

Transition information/ He kōrero whakawhiti

Replacement information/ He kōrero mō te whakakapi	This qualification replaced the: National Certificate in Project Management (Level 4) [Ref: 1500] which has now been discontinued.
Additional transition information/ Kō ētahi atu kōrero mō te whakakapi	Republication information

	<p>Version 2 of this qualification was republished to extend the last date for assessment of version 1 of this qualification from 31 December 2022 to 31 December 2023. Please refer to the July 2022 Change Report published at Qualifications and Assessment Standards Approvals for further information.</p> <p>Version Information</p> <p>Version 3 of this qualification was published in July 2025 following scheduled review.</p> <p>Please refer to Qualifications and Assessment Standards Approvals for further information.</p> <p>The last date for assessments to take place for version 2 of this qualification is 31 December 2027.</p> <p>It is the intention of Ringa Hora Services Workforce Development Council that no existing learner should be disadvantaged by these transition arrangements.</p> <p>Any person who considers they have been disadvantaged may contact:</p> <p>Ringa Hora Services Workforce Development Council PO Box 445 Wellington 6140 Telephone: 04 909 0306 Email: qualifications@ringahora.nz.</p>
--	---