

Credit Recognition and Transfer Regulations

1. Visions

These Regulations came into force on 1 January 2024.

2. Authority

- The Te Mātau Akoranga Deputy Vice-Chancellor Academic holds the authority for these Regulations.
- the relevant Amōmatā Eecitā Dean(s) are delegated the administration of these Regulations.

3. Recognition of Credit

Unless otherwise specified in the regulations to a qualification, the following rules will apply to the transfer of credit from one qualification to another qualification, or the sharing of credit (i.e. cross-credit) between two qualifications.

- An transfer of credit, or cross-credit, to a Te Whare Wānanga o Waitaha University of Canterbury qualification must meet the requirements of that qualification and be accepted by the relevant Amōmatā Eecitā Dean or delegate, in accordance with CUAP principles and guidelines.
- The level and amount of credit granted for an course or courses will be determined by the relevant Amōmatā Eecitā Dean or delegate.
- Except in exceptional circumstances and subject to the relevant Amōmatā Eecitā Dean or delegate's permission, cross-credit and transfer credit will only be accepted for courses completed within the time limit of the relevant qualification.
- Unless otherwise specified in the regulations to the qualification, the total credit applied to a qualification from an external credit, including transfer of credit, and recognition of prior learning, must account for no more than:
 - two thirds of the credit required for an undergraduate qualification; or
 - half of the credit for a graduate or postgraduate qualification, and must not include an thesis or research component.
- Unless otherwise specified in the qualification regulations, or an exemption is granted by the relevant Amōmatā Eecitā Dean or delegate, the internal credit requirements for qualifications are laid out in General Conditions for Credit Regulation 12., General Requirements for Credit to be Studied at the University.
- External credit may be Unspecified or Specified.
- Specified credit must be restricted against a specific course or courses.

4. Cross-Credit

Unless otherwise specified in the regulations to a qualification, the following rules will apply to the crediting of courses between more than one qualification.

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5. Credit Recognition in Major and Minor

Unless otherwise stipulated in the qualification regulations or an exemption is granted by the relevant AmO Mat a E ec ti e Dean or delegate:

- No 300-level courses may be used to satisfy the requirements for more than one major or minor.
- No 200-level course used to satisfy the requirements of a minor may be used to satisfy the requirements of a major or subsequent minor.

6. Transfer Credit

Unless otherwise specified in the regulations to a qualification, the following rules will apply to the transfer of credit from one qualification to another qualification.

- A student may apply to transfer credit, either internal or external, from a qualification that has not been conferred to another nonconferred qualification.
- Application must be made to the Faculty responsible for the qualification receiving the credit, who will be responsible for any approved transfers.

7. Credit Recognition in Micro-credential in the Qualification

- In order for a micro-credential to be credited to a qualification it must:
 - be certified at New Zealand Qualifications Framework (NZQF) Level 5 (100-level) or higher; and
 - be deemed to be appropriate courses at the correct NZQF level for the qualification by the relevant AmO Mat a E ec ti e Dean or delegate; and
 - meet the time limit requirements of the qualification, unless advised by the AmO Mat a E ec ti e Dean or delegate; and
 - satisfy the qualification requirements as defined by the regulations.
- For micro-credentials taken at Te Whare Wānanga o Waitaha University of Canterbury, there is no limit to the points that can be credited to a qualification.
- For micro-credentials from other institutions, the maximum credit to a qualification is limited as specified in clause 3 (d) of these regulations.
- A micro-credential can only be credited to one qualification.

8. Credit Recognition in RPL

- In order for RPL credit to be awarded towards a UC qualification, the relevant AmO Mat a E ec ti e Dean or delegate must be satisfied, through an appropriate assessment process, that the student has:
 - met the learning outcomes of a specific course or courses at the appropriate NZQF level; and
 - met the time limit requirements of the qualification (here the date of the RPL assessment is the date of the RPL credit), unless advised by the AmO Mat a E ec ti e Dean or delegate; and
 - satisfied the specific qualification credit requirements as defined by the regulations.
- RPL credit may only be awarded to undergraduate, graduate, and postgraduate taught courses.
- RPL credit may be awarded as specified or unspecified credit.
- RPL credit will only be awarded for a whole course or courses, and not for individual assessment items.
- The maximum credit awarded for RPL is limited to half the credit of an undergraduate qualification and one-third of the credit for a graduate or postgraduate qualification, excluding a thesis or research component, unless otherwise specified in the specific qualification regulations.
- RPL credit may be awarded on the basis of assessed formal learning, informal learning, and practical or professional experience.
- The fee for assessment of RPL is outlined in the Fees and Fines Regulations.