



## 2026 External Assessment Instructions for NCEA Level 2 and Level 3 Dance

Principal's Nominees and Teachers should read these instructions before beginning to process NCEA Dance Performance recordings to NZQA

20 May 2026 v1

# NZQA

Mana Tohu Mātauranga o Aotearoa  
New Zealand Qualifications Authority



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## 1. Assessment overview

### Information supporting the 2026 NCEA Level 2 and Level 3 Dance external assessments.

The following standards require showing a selected recording of a dance performance to all candidates in the examination session. This recording may be from the approved list in the [Assessment Specifications](#) or may be produced by the school.

<b>Level 2: 91211</b>	<i>Provide an interpretation of a dance performance with supporting evidence</i>
<b>Level 3: 91594</b>	<i>Analyse a dance performance</i>

## 2. Key dates

Date 2026	NCEA Level 2 and 3 Dance
May	Dance assessment instructions available to schools through the <a href="#">NZQA website</a> .
Prior to 10 Nov	The school provides access to the NCEA Level 3 Dance performance recording to the Exam Centre Manager (ECM) (and NZQA if necessary).
10 Nov	<b>NCEA Level 3 Dance examination (9.30 am)</b>
	Schools submit the recording ( <i>if not listed in the assessment specifications</i> ) to NZQA by <b>5.00 pm</b> .
Prior to 17 Nov	The school provides access to the NCEA Level 2 Dance performance recording to the Exam Centre Manager (and NZQA if necessary).
17 Nov	<b>NCEA Level 2 Dance examination (2:00 pm)</b> .
	Schools submit the recording ( <i>if not listed in the assessment specifications</i> ) to NZQA by <b>5.00 pm</b> .
10 – 20 Nov	ECM/Supervisors complete the online attendance roll/s.

## 3. Preparation of dance performance recordings

For each of the standards, schools must provide two copies of a recording of a dance performance of 3 - 6 minutes in duration to the ECM, which meets the criteria specified in the [2026 Assessment Specifications](#).

The recording should contain only the work that is to be viewed by the candidates during the examination.

Where the recording is not a dance performance listed in the assessment specifications, **the recording must be submitted to NZQA** via the [Provider Log in](#) and **uploaded against the first candidate entered for the standard**. If the recording file is larger than 200MB, then please submit the recording to NZQA using this [Google link](#) and follow the prompts.

Please note: To load a submission file using the Google form, you must have a Google account. If you do not have a Google account, you can create one using this [link](#).

If an mp4 version is not available, the file type must be able to be played within a Windows environment using either VLC or Windows media player.

If you are unable to meet these requirements, please contact NZQA on 0800 697 296.

## 4. How to submit the Dance performance recording (if not listed in the Assessment Specifications) to NZQA

Recordings that are not listed in the 2026 [Assessment Specifications](#) for NCEA Level 2 Dance 91211 and Level 3 Dance 91594 must be submitted to NZQA via the [Provider Log in](#) (old portal for recordings that are less than 200MB) or alternatively submitted via the Google [form](#) (for recordings over 200MB file size) **by 5.00pm on the examination day and uploaded against the first candidate entered for the standard.**

The file name of the dance performance recording must follow a strict naming convention. NZQA's file naming convention is: **[School No]-[NSN]-[Standard No].[extension]**

**Example:** 0045-123456789-91211.mp4

**Note:** The school number must be padded with leading zeros to 4 digits. For example, 0123, 0023, 0004.

Schools must retain copies of the recording sent to NZQA until 30 June 2027.

To submit the Dance performance recording to NZQA, Principal Nominee's must be familiar with accessing and submitting work through their secure [Provider Log in](#) (old portal for files/recordings smaller than 200mb) or using the Google [form](#) and follow the prompts (for files/recordings larger than 200mb).

The guides below provide more detailed instructions for submitting to the old portal.

- [Online Digital Submission User Guide](#)
- [Online Digital Submission Quick User Guide](#)

**For quick reference: Step by step process for uploading the dance performance recording to the Provider Log in (old portal):**

- Log on to your [School Portal](#)
- Click on the old portal home page link

Nau mai, haere mai

Welcome to MyNZQA

We've updated this platform with a new design so it's more accessible and responsive.

Use the left-hand menu and the links on the right and below to access functions, tools and resources.

[Give us feedback on the new MyNZQA portal](#)

[Looking for past Literacy and Numeracy assessments?](#)

Useful links

[Old portal home page \(Providers login\)](#)

[Key indicators](#)

[Assessment Master login](#)

[National secondary exam timetable](#)

- On the left-hand side of the screen, locate the **Digital Submission Upload** link
- Select the subject - Dance
- Click on the standard you want to upload to
- This will display the candidate names if they have entries created
- Click on a link directly under the candidate's name to load the files against one specific candidate
- Click the **Start Upload** button when a file is ready for upload

Note: the link will be:

- **Upload file** if no files have been uploaded

If a file has been successfully uploaded, it will display 1 file uploaded.

Home > For providers > School's Home > Candidates Entered in 91211 - [redacted] - 2026

CANDIDATES ENTERED IN 91211 - [redacted] - 2026

**School's Home**

- Return to MYNZQA (new portal)
- Key Indicators
- Candidate Search
- Standard Search
- Digital Submission Upload
- Reports
- Statistics
- Record of Achievement
- School's Administration
- File Downloads and Searches
- Billing Report
- Exam Centre Timetable
- ECM Recruitment
- Circulars
- Forms
- Logout

**Candidates Entered in 91211 - [redacted] - 2026**

Standard: **91211**

Subject: **Dance**

Title: **Provide an interpretation of a dance performance with supporting evidence**

Assessment: **External**

**Add files...** **Start Upload** **Cancel upload and clear the list**

Candidate Name	NSN	Version	Result Date	Credits Achieved	Consent to Assess	Ext Org	Ext Loc	Course
<b>Candidate A</b>	<b>123456789</b>	2						Level 12 - Level 2 Dance
<b>1 File uploaded</b>								
<b>Candidate B</b>	<b>100000001</b>	2						Level 12 - Level 2 Dance
<b>1 File uploaded</b>								
<b>Candidate C</b>	<b>100000002</b>	2						Level 12 - Level 2 Dance
<a href="#">Upload File</a>								
<b>Candidate D</b>	<b>100000003</b>	2						Level 12 - Level 2 Dance
<a href="#">Upload File</a>								

For assistance with submitting the Dance performance recording:

- Email [examinations@nzqa.govt.nz](mailto:examinations@nzqa.govt.nz) and in the subject line, type '*NCEA Dance L2/3 Dance Performance Recording assistance required*'

## 5. Enquiries

Please refer any enquiries relating to these instructions to the External Assessment team on 0800 697 296 or email: [examinations@nzqa.govt.nz](mailto:examinations@nzqa.govt.nz)