**2024 Code Self-Review Attestation (Tertiary)**

### For further information about Code self-review and attestation requirements, click [here](https://www.nzqa.govt.nz/providers-partners/tertiary-and-international-learners-code/providers-signatories/self-review-attestation/).

### Organisation details

|  |  |
| --- | --- |
| **Tertiary Education Organisation (TEO)** |  |
| **MoE number** |  |

### Contact details

Please provide the contact details of the person completing this form. This attestation should be completed and signed by the CE, Chair of the Governing Board or their delegate.

|  |  |  |
| --- | --- | --- |
| **Name** |  |  |
| **Job title** |  |  |
| **Email** |  |  |
| **Phone number** |  |  |

### Enrolment details (domestic learners)

**Did you enrol domestic learners in 2024?**

|  |  |
| --- | --- |
| **Yes or no?** | Choose an item. |

### Enrolment details (international learners)

**Are you an approved Code Signatory to Part 6 of the Code?**

|  |  |
| --- | --- |
| **Yes or no?** | Choose an item. |

**Did you enrol international learners in 2024?**

|  |  |
| --- | --- |
| **Yes or no?** | Choose an item. |

**If you answered yes above, what is the expected number of international learners enrolled between 1 January 2024 and 31 December 2024?**

|  |  |
| --- | --- |
| **Total number of international learners** |  |
| **Number of international learners (under 18 years)** |  |

**Student Accommodation details**

The Code defines student accommodation as “student accommodation which is exempt under section 5B of the Residential Tenancies Act 1986 (RTA), including where there is a written agreement between the tertiary provider and the accommodation provider under section 5B(1)(b)(ii) of the RTA.”

**Based on this definition, do you provide student accommodation?**

|  |  |
| --- | --- |
| **Yes or no?** | Choose an item. |

### Self-review of implementation of the Code

Using the chart in Appendix 1, rate your organisation's stage of implementation for each relevant Code outcome in the corresponding space below:

Outcomes 1 – 4 (applies to all tertiary providers)

Outcomes 5 – 7 (applies to all providers with student accommodation)

Outcomes 8 – 12 (applies to all providers enrolling international learners).

|  |  |
| --- | --- |
| **Outcomes for all tertiary providers** | |
|  | **Stage of implementation** |
| **Outcome 1:** A learner wellbeing and safety system | Choose an item. |
| **Outcome 2:** Learner voice | Choose an item. |
| **Outcome 3:** Safe, inclusive, supportive, and accessible physical and digital learning environments | Choose an item. |
| **Outcome 4:** Learners are safe and well | Choose an item. |

**Outcomes for providers offering student accommodation**

|  |  |
| --- | --- |
|  | **Stage of implementation** |
| **Outcome 5:** A positive, supportive and inclusive environment in student accommodation | Choose an item. |
| **Outcome 6:** Accommodation, administrative practices, and contracts | Choose an item. |
| **Outcome 7:** Student accommodation facilities and services | Choose an item. |

**Outcomes for providers enrolling international learners**

|  |  |
| --- | --- |
|  | **Stage of implementation** |
| **Outcome 8:** Responding to the distinct wellbeing and safety needs of international tertiary learners | Choose an item. |
| **Outcome 9:** Prospective international tertiary learners are well informed | Choose an item. |
| **Outcome10:** Offer, enrolment, contracts, insurance, and visa | Choose an item. |
| **Outcome 11:** International learners receive appropriate orientations, information and advice | Choose an item. |
| **Outcome 12**: Safety and appropriate supervision of international tertiary learners | Choose an item. |

**Rate your organisation’s overall stage of implementation for the Code.**

Based on your ratings listed above, please rate your organisations overall stage of implementation of the Code in the space below.

|  |  |
| --- | --- |
| **Overall implementation** | Choose an item. |

### Confirmation

In accordance with Outcome 1 and [clause 89](https://www2.nzqa.govt.nz/assets/Tertiary/The-Code/pastoral-care-code-of-practice-2021-english.pdf) of the Code, I confirm that:

|  |  |
| --- | --- |
| **Action** | **Response** |
| A self-review of the organisation’s performance against the Code has been undertaken. | Choose an item. |
| The resulting self-review report, including complaints and critical incidents data, is available in an accessible format to learners, staff, and the general public, on the organisation’s website.  Please provide the link to your published self-review report in the space provided. | Choose an item. |
| URL link: |
| Any policy and/or operational changes identified through the self-review have been made and/or are included in an action plan. | Choose an item. |

### Declaration

By submitting this form, you are attesting that the information provided is correct and that you are authorised to provide this attestation to NZQA for the organisation.

|  |  |
| --- | --- |
| **TEO name (legal)** |  |
| **MoE number** |  |
| **Name** |  |
| **Title** |  |
| **Email** |  |
| **Phone** |  |
| **Date of completion** |  |

If you have any questions, please contact [code.enquiries@nzqa.govt.nz](mailto:code.enquiries@nzqa.govt.nz) or 0800 697 296.

# **Appendix 1: Continuum of implementation for the Code**

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | **Well-implemented**  The Code is well-implemented |
| **Implemented**  The Code is implemented | * **Thorough** understanding of Code outcomes and requirements across the organisation * **Diverse range of multiple** perspectives sought, including **robust** practices, to reflect learner voice * **Full** consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code * **Well-established** practices in place to monitor against all Code outcomes and requirements * **Highly effective** reporting processes from self-review |
| **Developing implementation**  Implementation of the Code is underway, yet requires further work | * **Sufficient** understanding of Code outcomes and requirements across the organisation * **Multiple** perspectives sought, including **sound** practices, to reflect student voice * **Good** consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code * **Relevant** practices in place to monitor against all Code outcomes and requirements * **Effective** reporting processes from self-review |
| **Early stages of implementation**  Implementation of the Code has not yet started or requires significant work | * **Some** understanding of Code outcomes and requirements across the organisation * **Some** perspectives sought, including **adequate** practices, to reflect learner voice * **Some** consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code * **Some** practices in place to monitor against all Code outcomes and requirements * **Adequate** reporting processes from self-review |
| * **No** or **limited** understanding of Code outcomes and requirements across the organisation * **No** or **limited** perspectives sought. Practices to reflect learner voice **non-existent** or **underway** * **No** or **limited** consideration of Te Tiriti o Waitangi/Treaty of Waitangi and the Treaty principles (including partnership, protection, and participation) when implementing the Code * **No** or **limited** practices in place to monitor against all Code outcomes and requirements * **No** or **limited** reporting processes from self-review |