



UNIVERSITY OF  
AUCKLAND  
Waipapa Taumata Rau

# He Ara Takatū Tertiary Foundation Certificate





# *Nau mai, haere mai*

## A warm welcome to tertiary study

He Ara Takatū | Tertiary Foundation Certificate (TFC) programme offers you a pathway to degree studies. You'll have the opportunity to gain the confidence and skills necessary to enter university programmes and achieve success.

### Who is the programme for?

This programme is for people who want to study at tertiary level but have left school with few or no qualifications. You will gain University Entrance with a TFC qualification. It is also for people who've gained their University Entrance qualification but not attained the required rank score to be admitted into the University of Auckland. Other people choose the TFC when they wish to change their study or career path.

You'll be given preference if you're from a group that's under-represented in tertiary education, for example:

- Māori applicants
- Pacific applicants
- Applicants who've been away from school for one year or more

- Applicants who lack sufficient NCEA credits or an adequate rank score to gain entrance to the University of Auckland
- Applicants who have a disability

To be eligible for the programme, you must be a New Zealand or Australian citizen or hold permanent residency status. The Selection Committee will decide which applicants to accept.



### Find out more

For more details about this programme, visit [auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)

# Contents

Welcome	2
What you can expect	4
The application process	4
The academic year	4
Access to facilities and services	4
Graduation from the programme	4
Costs	4
Pathways	5
Courses	6
Arts General	6
Biology	6
Business	6
Chemistry	6
Creative Arts	6
Education and Social Work	6
English	7
Environment and Society	7
History	7
Māori	8
Mathematics	8
Mathematics for Sciences	9
Pacific Studies	9
Physics	9
Sociology	9
Statistics	9
What is expected of you	10
Student conduct	10
Programme updates	10
After graduation	10
Find out more	11
Next steps	11



# What you can expect

He Ara Takatū | Tertiary Foundation Certificate is a full-time, one-year study programme.

## The application process

We need you to sit an online diagnostic assessment so that we can build a profile of your abilities and place you in the right TFC courses. The English assessment consists of multi-choice grammar and vocabulary questions and a writing task. The level of the mathematics assessment is approximately New Zealand Secondary School Years 11–12. Calculators and dictionaries are not permitted. Details about date and time are online.

[auckland.ac.nz/tfc-notice](http://auckland.ac.nz/tfc-notice)

## The academic year

TFC is divided into the two semesters of the University of Auckland academic year. The programme begins in late February with an Orientation morning. (There is also a mid-year intake. Students who begin then will be doing the second half of the programme first, which is a more difficult option.)

Mid-semester breaks occur in April and September, and an inter-semester break occurs in July. Official University of Auckland examinations are held at the end of Semesters One and Two.

Your weekly timetable will consist of lectures, tutorials and laboratories. You'll also need to study in your own time.

Attendance hours are generally 9am–5pm, Monday to Friday. That's approximately 20 hours class time and 20 hours on research and assignments each week.

Paid work during the programme isn't recommended. If you do choose to work, you should minimise your employment commitments.

## Access to facilities and services

As a University of Auckland student, you'll be entitled to apply for a University ID card. This will allow you to access:

- All the campus Library facilities
- Pay photocopying facilities
- Subsidised medical and welfare services
- Crèche facilities (Fees will apply, and early application is recommended.)
- The University Recreation Centre and other sports clubs and facilities (Recreation Centre and some other fees apply.)

## Graduation from the programme

You must pass all eight courses, and the compulsory Academic Integrity module, to receive your University of Auckland Tertiary Foundation Certificate.

## Costs

Costs may differ slightly each year. Please check our web pages for the most up-to-date details.

[auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)  
[tfc@auckland.ac.nz](mailto:tfc@auckland.ac.nz)

*Note that some courses may have additional charges for course materials.*

# He Ara Takatū | Tertiary Foundation Certificate Pathways

Our Pathways tailor your preparation for your intended degree programme at the University of Auckland.

We have five specific pathways: Arts, Business and Economics, Education and Social Work, Engineering, and Science. TFC also offers a General pathway. Successful completion of any TFC pathway will give you a University Entrance qualification.

All Pathways are offered at the City Campus. The Arts, Business, and Education and Social Work Pathways are also offered at Tai Tonga Campus (South Auckland).

## General Pathway

If you haven't decided which degree programme you wish to prepare for, you can select the General Pathway. This will provide you with an opportunity to improve your academic and study skills – and give you time to decide the direction of your future studies.

This pathway allows a combination of courses, for example, Physics and Business, Creative Arts and English, or Sociology and Chemistry. If you pursue this pathway, you must complete at least one Mathematics course, one Academic Literacy course, and another six courses of your choice.

In Semester One, you can choose from Biology, Chemistry, Environment and Society, History, Pacific Studies, Physics and Sociology.

In Semester Two, you can choose from Arts General, Biology, Business and Economics, Chemistry, Creative Arts, Environment and Society, Physics, Sociology, and Statistics.

Depending on your grades and your course combination in the General Pathway, you could choose from a variety of degree programmes after you complete your TFC. You could enrol in Arts, Architecture, Commerce, Education, Engineering, Fine Arts, Property, or Science.

## Arts Pathway

This pathway will prepare you to enter your first year of a degree in either the Faculty of Arts (the Bachelor of Arts or Global Studies) or the Faculty of Creative Arts and Industries (the Bachelor of Architecture, Dance, Design, Fine Arts, Music, or

Urban Planning). The TFC Arts Pathway is also an excellent way to prepare for a Law degree.

The combination of courses in this pathway gives you a particularly good opportunity to develop your critical reading and literacy skills.

You must complete our Academic Literacy courses in both semesters, and at least one Mathematics course. Maths for Arts is a course that is particularly relevant to the Arts Pathway. The other courses offered in this pathway are: Arts General, History, Environment and Society, Pacific Studies, Creative Arts, and Sociology.

[auckland.ac.nz/arts](http://auckland.ac.nz/arts)  
[auckland.ac.nz/creative](http://auckland.ac.nz/creative)

## Business and Economics Pathway

In Semester One, you'll complete an Academic Literacy course, a Mathematics course and two Arts courses. In Arts you can choose from Environment and Society, History, Pacific Studies and Sociology. In Semester Two, you'll complete one course in each of Business, Statistics, and Academic Literacy, and one other course. You can select this additional course from Arts General, Biology, Chemistry, Creative Arts, Environment and Society, Mathematics, Physics, and Sociology.

[auckland.ac.nz/business](http://auckland.ac.nz/business)

## Education and Social Work Pathway

This pathway will prepare you to enter your first year of a degree in the Faculty of Education and Social Work. After completing your TFC, you'll be able to enrol in a Bachelor of Education (Teaching), a Bachelor of Social Work, or a Bachelor of Sport, Health and Physical Education.

You can enrol in this pathway at City Campus or Tai Tonga Campus (South Auckland).

This pathway will also give you entrance to a Bachelor of Arts, and other degree programmes, depending on the grades you attain.

[auckland.ac.nz/edsw](http://auckland.ac.nz/edsw)

## Engineering Pathway

This pathway will prepare you for a degree in the Faculty of Engineering. Engineering offers a number of specialisations, which you enter after successfully completing the first year of your Bachelor of Engineering.

If you choose the Engineering Pathway, you must enrol in:

- At least one Academic Literacy course
- TFCMATHS 94F and TFCPHYSICS 92F, both offered in Semester Two
- An additional Mathematics course
- Two courses from Environment and Society, Biology, Chemistry, and Pacific Studies in Semester One
- Two courses from Environment and Society, Biology, Chemistry, and Statistics in Semester Two

[auckland.ac.nz/engineering](http://auckland.ac.nz/engineering)

## Science Pathway

Science is the most popular TFC pathway, and many TFC students successfully transition into a Bachelor of Science (BSc). A BSc is your opportunity to create a solid foundation for your study in the Chemical, Computational, Earth, Human, Life, Mathematical and Physical Sciences. If enrolled in this pathway, you must complete at least one Academic Literacy course and two Mathematics courses, as well as your choice of TFC Science options.

The science options available are: Biological Sciences, Chemistry, Environment and Society, Mathematics, Physics and Statistics. If you pass all eight courses in the programme, you will be accepted into a Bachelor of Science.

[auckland.ac.nz/science](http://auckland.ac.nz/science)

## Plus Pathway

If you gain an A– average in Semester One of the TFC, you may be offered the opportunity to enrol in a selected Stage 1 bachelors course as part of your Semester Two TFC programme. This course will be credited to both your TFC and your later degree. For up-to-date details please refer to our webpages.

[auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)





# He Ara Takatū | Tertiary Foundation Certificate Courses

## TFC Arts General

### Semester Two

#### TFCARTSGEN 92F Introduction to Arts and Humanities

This is an interdisciplinary, skills-based course that takes you through a special research topic, with input from various disciplines within Arts and Arts-related faculties. A broad theme is examined from different angles by a number of guest lecturers. The course focuses on research skills and the introduction of different disciplinary approaches from the Arts and Humanities.

#### Timetable

**Lectures:** Two one-hour lectures per week

**Workshop/Tutorial:** One two-hour workshop per week

## TFC Biology

### Semester One

#### TFCBIO 91F Foundation Biology 1

This introduction to biological sciences emphasises organism diversity among the bacteria, plants, fungi and animals. We introduce the fundamentals of classification, ecology and evolution, and the study of a current topic in biology is used to develop your research and critical thinking skills. Practical classes are both laboratory based and field based.

#### Timetable

**Lectures:** Three one-hour lectures per week

**Laboratories:** One three-hour practical class per fortnight

### Semester Two

#### TFCBIO 92F Foundation Biology 2

Concepts introduced in TFCBIO 91F are further developed. We emphasise the structures and processes of living organisms at cellular and molecular levels. Cell biology, genetic principles and biochemistry are explored and further developed in a human biological context. Laboratories focus on developing your key practical skills.

#### Timetable

**Lectures:** Three one-hour lectures per week

**Laboratories:** One three-hour practical class per fortnight

## TFC Business

### Semester Two

#### TFCBUS 92 Foundation Business

By understanding your place in the world, you can then grow your ability to add value in that place. This course lays the foundation for success by developing business literacy, an understanding of the business environment, and the key skills, knowledge, and attitudes that employers seek.

#### Timetable

**Lectures:** One one-hour lecture per week

**Tutorials:** One one-hour tutorial per week

**Workshop:** One two-hour workshop per week

## TFC Chemistry

### Semester One

#### TFCHEM 91F Foundation Chemistry 1

This course introduces elements, the periodic table, atomic structure, compounds, covalent bonding, molecular shape and polarity; quantitative chemistry, including balancing equations, calculating moles and particles present, calculating concentration in mol L<sup>-1</sup>; energy and thermo-chemistry. Laboratories include practical skills, qualitative analysis, and simple modelling.

#### Timetable

**Lectures:** Three one-hour lectures per week

**Laboratories:** One three-hour lab per fortnight

### Semester Two

#### TFCHEM 92F Foundation Chemistry 2

This course is intended for students who have completed TFCHEM 91F. It introduces further principles of chemistry; physical chemistry and qualitative inorganic analysis, including chemical kinetics and chemical equilibrium; organic chemistry, including hydrocarbons, oxygen-containing functional groups, isomerism and reaction classifications; acids, bases, buffer solutions, and titrations.

Laboratory sessions explore reactions of hydrocarbons and oxygen-containing organic compounds, chromatography, testing for anions and cations in solution and acid-base titrations.

#### Timetable

**Lectures:** Three one-hour lectures per week

**Laboratories:** One three-hour lab per fortnight

## TFC Creative Arts

### Semester Two

#### TFCCAI 92F Creative Arts Portfolio

This course focuses on the creative brain and human imagination. Participants will gain a practical and theoretical understanding of the skills and practices employed by performing artists, visual artists and designers when creating a performance, art object or design portfolio. After completing the course, students will be able to discuss artistic practices using creative arts vocabulary, describe artistic processes and collaborate to create an art object or performance.

#### Timetable

**Workshops:** Two two-hour workshops per week

## TFC Education and Social Work

### Semester One

#### TFCEDUC 14F An Introduction to the New Zealand Education System

Learn about New Zealand's education system. Explore its history and key changes over time, such as the curriculum, ethnic diversity in New Zealand schools, and who makes decisions on the curriculum, learning and assessment.

#### Timetable

**Lectures:** One two-hour lecture per week

**Tutorials:** One two-hour tutorial per week

### Semester Two

#### TFCEDUC 13F Child Development and Learning

Find out about language and learning development. You will look at theories of child development relating to languages, literacies and learning. You will also explore systems that support younger learners to become successful learners and readers.

#### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** Two one-hour tutorials per week



## TFC English

### Semester One

#### TFCENG 91F Academic Literacy 1

This course establishes skills in spoken and written English for academic purposes. Critical reading, writing, listening and oral presentation skills are introduced through various texts. You will be challenged and guided to handle English with competence and to learn the basics of academic literacy.

#### Timetable

**Lectures:** One one-hour lecture per week

**Tutorials:** Three one-hour tutorials per week

### Semester Two

#### TFCENG 92F Academic Literacy 2

This course further establishes English skills for academic purposes. Sound academic practice is developed, including enhanced critical reading and writing, critical listening and effective oral presentation skills. Building on from TFCENG 91F Academic Literacy 1, this course will strengthen your abilities and confidence in academic literacy.

#### Timetable

**Lectures:** One one-hour lecture per week

**Tutorials:** Three one-hour tutorials per week

## TFC Environment and Society

What on Earth is going on? Environment and Society is concerned with many aspects of the world in which we live. Geographers study the physical and social processes that shape our world, and places within it. Environment and Society fits well with many other subjects in the physical sciences, social sciences and humanities. Environment and Society introduces a selection of key geographical ideas, encourages you to explore, interpret and think critically about the world, and assists you to develop appropriate strategies and academic skills to prepare you for degree study.

### Semester One

#### TFCENV 91F Environment and Society 1

This course introduces ideas on the impact of social processes in the human environment. Humans have long had a major impact on their environments. This course will examine these impacts using social and cultural lenses to understand a variety of geographic case studies. This course draws on the subjects of Human Geography and Geographic Information Science.

#### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** One two-hour practical class per week

### Semester Two

#### TFCENV 92F Environment and Society 2

This course introduces ways in which we might understand physical processes in the environment. Better understanding of physical processes will assist us in addressing environmental concerns. This course will examine these processes, drawing on case studies from Physical Geography, Earth Sciences and Environmental Science.

#### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** One two-hour practical class per week

## TFC History

### Semester One

#### TFCHISTORY 91F Foundation History 1: People, Places, Voices, Traces\*

An introduction to New Zealand history and the skills and tools of the historian. In this course, you'll gain experience in reading for meaning, critical analysis, essay writing and computer work.

#### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorial:** Two one-hour tutorials per week

\*Please note that this course is not available in 2024



# TFC Māori

## TFCMAORI 10F Te Pū

This course introduces functional and instructional Māori language, including everyday vocabulary, basic sentence structures, pronouns, possessives and positional language. Aspects of tikanga will include meeting and greeting people with waiata, karakia and himene, and values such as whānau, whakawhanaungatanga and aroha. Referring to their own hapū/iwi, students will introduce and locate themselves in relation to their whakapapa and carry out a short mihi.

### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** Two one-hour tutorials per week

# TFC Mathematics

In the Mathematics programme, you'll work with fundamental concepts, beginning at a level suitable for students with a limited or "rusty" mathematical background.

## Semester One

### TFCMATHS 89F The Reach of Mathematics

This course aims to link maths to the everyday world for students who will take non-scientific/non-mathematical degrees. MATHS 89F will include several important mathematical ideas within historical, environmental, societal, political, financial, justice, entertainment and cultural contexts. The course will also be guided by the

interests of its learners as citizens and consumers, who will be encouraged to draw on the maths they may already be familiar with.

### Timetable

**Lectures:** Four one-hour lectures per week

**Tutorial:** One one-hour workshop/tutorial per week

### TFCMATHS 90F Mathematics for Education

Develop your understanding of essential mathematics concepts, including fractions, decimals, percentages, ratio, proportion, and algebra. Applying these concepts in contexts such as financial literacy, problem solving, and real-life mathematics is a key component of this course.

### Timetable

**Lectures:** Two two-hour lectures per week

### TFCMATHS 91F Foundation Mathematics 1

The semester begins with study skills, including an introduction to tutorials, an introduction to collaborative learning, problem-solving techniques and investigation. Skills will be introduced and reinforced first in the context of number sense, including a study of number sets, large and small numbers, percentages and measurement. The investigation of patterns lays a foundation for the algebra that follows. Algebra covers manipulation of expressions and formulae, solving equations and inequalities, and the application of these skills to problem solving.

### Timetable

**Lectures:** Four one-hour lectures per week

**Tutorial:** One one-hour workshop/tutorial per week

## Semester Two

### TFCMATHS 92F Foundation Mathematics 2

The skills and concepts from Semester One are consolidated, especially in the areas of technology and collaborative learning. The main focus of this semester is functions and their graphs, particularly the graphs of straight lines and parabolas. Trigonometry is also studied, mainly in relation to right-angled triangles, and some statistical thinking is introduced through investigations. This course is intended for students who have completed MATHS 91F.

### Timetable

**Tutorials:** Four one-hour tutorials per week

### Additional requirements

In addition to time spent on assignments, you should plan to spend at least one hour reading and working out problems for every hour you spend in lectures. You can work in groups on methods of solving problems but mustn't copy each other's assignments. You'll need a calculator with scientific functions. Choose one that has a fraction function. Your tutor can advise you. You'll also need graph paper, particularly for Maths 92F, and refill paper or an exercise book for note taking and problem solving.

# TFC Mathematics for the Sciences

## Semester One

### TFCMATHS 93F Foundation Mathematics 3

This course is recommended for students who wish to go on to pursue a Science degree and have a good mathematical background. It assumes knowledge of the material described in TFCMATHS 91F and 92F. The course will begin with a review of basic number skills. Problem solving in real-world contexts will be a focus. Algebra will be introduced, with a particular focus on algebraic manipulation methods. In addition, x-coordinate geometry and linear algebra will be covered.

### Timetable

**Tutorials:** Four one-hour tutorials per week

### Additional requirements

You'll need a calculator with scientific and fractions functions. Graphics calculators are useful, particularly for MATHS 94F, but aren't essential. You'll also need graph paper and refill paper or an exercise book for note taking and problem solving.

### Selection for this course

Selection for Mathematics for the Sciences is based on your results from the Mathematics diagnostic test, conducted when you apply for the programme. You'll also attend a selection interview.

## Semester Two

### TFCMATHS 94F Foundation Mathematics 4

The course includes geometric reasoning, trigonometric graphs/equations, non-linear graphs, functions and an introduction to calculus. This course is intended for students who have completed TFCMATHS 93F.

### Timetable

**Tutorials:** Four one-hour tutorials per week

### Additional requirements

You'll need a calculator with scientific and fractions functions. Graphics calculators are useful, particularly for MATHS 94F, but aren't essential. You'll also need graph paper and refill paper or an exercise book for note taking and problem solving.

### Selection for this course

Selection for Mathematics for the Sciences is based on your results from the Mathematics diagnostic test, conducted when you apply for the programme. You'll also attend a selection interview.

# TFC Pacific Studies

## Semester One

### TFCPAC 91F Foundation Pacific Studies

This course is an introduction to Pacific Studies. The course assessments will encourage you to develop key reading and writing skills for your tertiary journey. We will use a Pacific lens to explore topics such as identity, well-being, religion, politics, history and performing arts.

### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** Two one-hour tutorials per week

# TFC Physics

### TFCPHYS 91F Foundation Physics 1

This course introduces you to the study of Physics. Topics include the nature of light, wave motion, basic mechanics of motion in a straight line, including the concepts of momentum and energy, and an introduction to heat.

### TFCPHYS 92F Foundation Physics 2

This second foundation course builds on the knowledge acquired in Semester One. You'll study mechanics further, including equilibrium, projectile motion, rotational motion, and gravitation. The course will cover electromagnetism, including electrostatics, elementary circuits, and the effects of magnetic fields. We'll also briefly introduce the photoelectric effect and nuclear physics.

### Timetable

**Lectures/tutorials:** Three one-hour lectures/tutorials per week

**Laboratories:** One two-hour lab per week

# TFC Sociology

## Semester One

### TFCSOCIO 91F Foundation Sociology 1

In this course you'll be introduced to the fundamental building blocks of sociology. We'll explore key sociological concepts that will help you make sense of existing social inequalities. In particular, we will look at how social structures (for example, class, race/ethnicity, gender and sexuality), social institutions (for example, the state), as well as interactions between people produce and sustain various forms of inequality. We will identify the social forces that perpetuate inequalities between people and communities. This is central to understanding how our experiences are not just individually shaped but how they are also shaped at the social and societal level.

### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** Two one-hour tutorials per week

## Semester Two

### TFCSOCIO 92F Foundation Sociology 2

In this course, your sociological thinking will be further developed by exploring the diverse experiences of what it means to live in Aotearoa New Zealand and be a New Zealander. We will do this by examining the social norms, values and experiences of different people and communities living in and across Aotearoa New Zealand. Drawing on a variety of case studies, we will look at the way in which people and communities in Aotearoa New Zealand have vastly different experiences that show that being a "New Zealander" means a multitude of things.

### Timetable

**Lectures:** Two one-hour lectures per week

**Tutorials:** Two one-hour tutorials per week

# TFC Statistics

## Semester Two

### TFCSTATS 92F (15 points) Foundation Statistics

This course provides an introduction to statistics for anyone who will ever have to collect, analyse or interpret data, either in their career or private life. Statistical skills will be developed through Exploratory Data Analysis, using real data, appropriate technology and statistical techniques. An important aspect of the course will be the communication of results to others in spoken or written form.

**Prerequisite:** TFCMATHS 89F, TFCMATHS 91F or TFCMATHS 93F

### Timetable

**Lectures:** Four hours per week

**Tutorials:** One hour per week







## Find out more

If you'd like more information or the opportunity to discuss this programme with us, the following staff members are available to assist you. For all general enquiries, please contact the Programme Coordinator.



### Programme Coordinator

**Astrid Tjahyono**  
 Humanities Building Te Puna Aronui, Arts 1  
 Level 4, Room 206-451  
 14A Symonds St  
 City Campus  
**Phone:** +64 9 373 7599 ext 84145  
**DDI:** +64 9 923 4145  
**Email:** astrid.tjahyono@auckland.ac.nz



### Programme Director

**Andrew Dawson**  
 Humanities Building Te Puna Aronui, Arts 1  
 Level 4, Room 206-455  
 14A Symonds St  
 City Campus  
**Phone:** +64 9 373 7599 ext 85340  
**DDI:** +64 9 923 5340  
**Email:** andrew.dawson@auckland.ac.nz



### Assistant Director

**Melissa Cadelis**  
 Science Centre  
 Level 6, Room 301-627A  
 23 Symonds Street  
 City Campus  
**Email:** m.cadelis@auckland.ac.nz

## What is expected of you

### Student conduct

All University of Auckland students are expected to adhere to departmental rules and regulations. (*The University of Auckland Calendar* also outlines the regulations for application, enrolment, examinations, transfer and withdrawal from courses.)

#### Attendance

You will be expected to:

- Attend all your lectures, tutorials and laboratories
- Be punctual
- Participate fully in the programme
- Behave appropriately to everyone in a courteous and respectful manner

#### Behaviour

You must behave in a considerate way towards the teaching and administrative staff and other students.

Cell phones must be turned off in lectures and tutorials. No electronic recording devices are to be used during lecture, tutorial or laboratory times.

#### Absence

If you are absent for any reason, you must contact your relevant Course Coordinator and lecturers. Any illness that lasts longer than three days must be accounted for with a medical certificate.

#### Cheating and plagiarism

Cheating in coursework is a serious academic offence. The University of Auckland will not tolerate cheating or assisting others to cheat.

The work that you submit for grading must be your own. Where work from other sources is used, you must properly acknowledge it. This requirement also applies to material from the internet. Your assessed work may be reviewed against electronic source material using computerised detection mechanisms.

Upon reasonable request, you may be required to provide an electronic version of your work for computerised review.

Unacknowledged copying or plagiarism in completing coursework can be treated as an examination offence. For guidance and advice, talk to your lecturer or tutor.

For further information and advice on how to avoid plagiarism, refer to the web page on plagiarism and cheating on the University website. [auckland.ac.nz/honesty](http://auckland.ac.nz/honesty)

### Programme updates

For up-to-date information about this programme, visit the website. [auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)

Alternatively, you can contact the Programme Coordinator:

**Astrid Tjahyono**  
 Humanities Building Te Puna Aronui, Arts 1  
 Level 4, Room 206-451  
 14A Symonds St  
 City Campus  
**Phone:** +64 9 373 7599 ext 84145  
**DDI:** +64 9 923 4145  
**Email:** [tfc@auckland.ac.nz](mailto:tfc@auckland.ac.nz)

### After graduation

Once you've attained the Tertiary Foundation Certificate, you'll have a University Entrance qualification on which you can base your application for undergraduate studies at the University of Auckland and other tertiary institutions. Some faculties may require you to achieve specific grades.

## Next steps

### Enquire

Visit [auckland.ac.nz/tfc](http://auckland.ac.nz/tfc) or contact our Programme Coordinator:

**Phone:** +64 9 373 7599 ext 84145 or 0800 61 62 63



### Apply online

- Log on to [auckland.ac.nz/apply](http://auckland.ac.nz/apply)
- Complete the online application for a place in your programme(s) of choice.
- You'll receive an acknowledgement email asking you to provide specific supporting documents (and in some cases to complete other requirements) before your application can be assessed. The email will also tell you how to access the University's Student Services Online system to complete the next steps.
- You'll be contacted by email with information regarding the need to sit diagnostic assessments in English and Mathematics. Dates for these assessments will be available on our website. [auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)



### Offer

After you sit the assessments, we'll assess the results. You may then be invited to attend a TFC pathway kōrero via Zoom. After that, we'll soon notify you about the outcome of your application.



### Accept

Accept your offer of a place in the programme.



**You're now a student at the University of Auckland. Congratulations!**





**UNIVERSITY OF  
AUCKLAND**  
Waipapa Taumata Rau

**He Ara Takatū  
Tertiary Foundation Certificate**

Humanities Building Te Puna Aronui  
Arts 1  
Level 4, Room 206-451  
14A Symonds St  
City Campus  
**Phone:** +64 9 923 4145  
**Email:** [tfc@auckland.ac.nz](mailto:tfc@auckland.ac.nz)  
**Web:** [auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)

We also have four Student Hubs, where students and whānau will be welcome to visit and talk with our expert advisers:

**City Campus:**  
General Library, Building 109,  
5 Alfred Street, Auckland

**Grafton Campus:**  
Philson Library, Building 503  
Level 1, 85 Park Rd, Grafton  
(Entry via the Atrium)

**Te Papa Ako o Tai Tonga  
South Auckland Campus:**  
6 Osterley Way, Manukau

**Te Papa Ako o Tai Tokerau  
Whangārei Campus:**  
Block, 13 Alexander Street, Whangārei

---

[auckland.ac.nz/tfc](http://auckland.ac.nz/tfc)