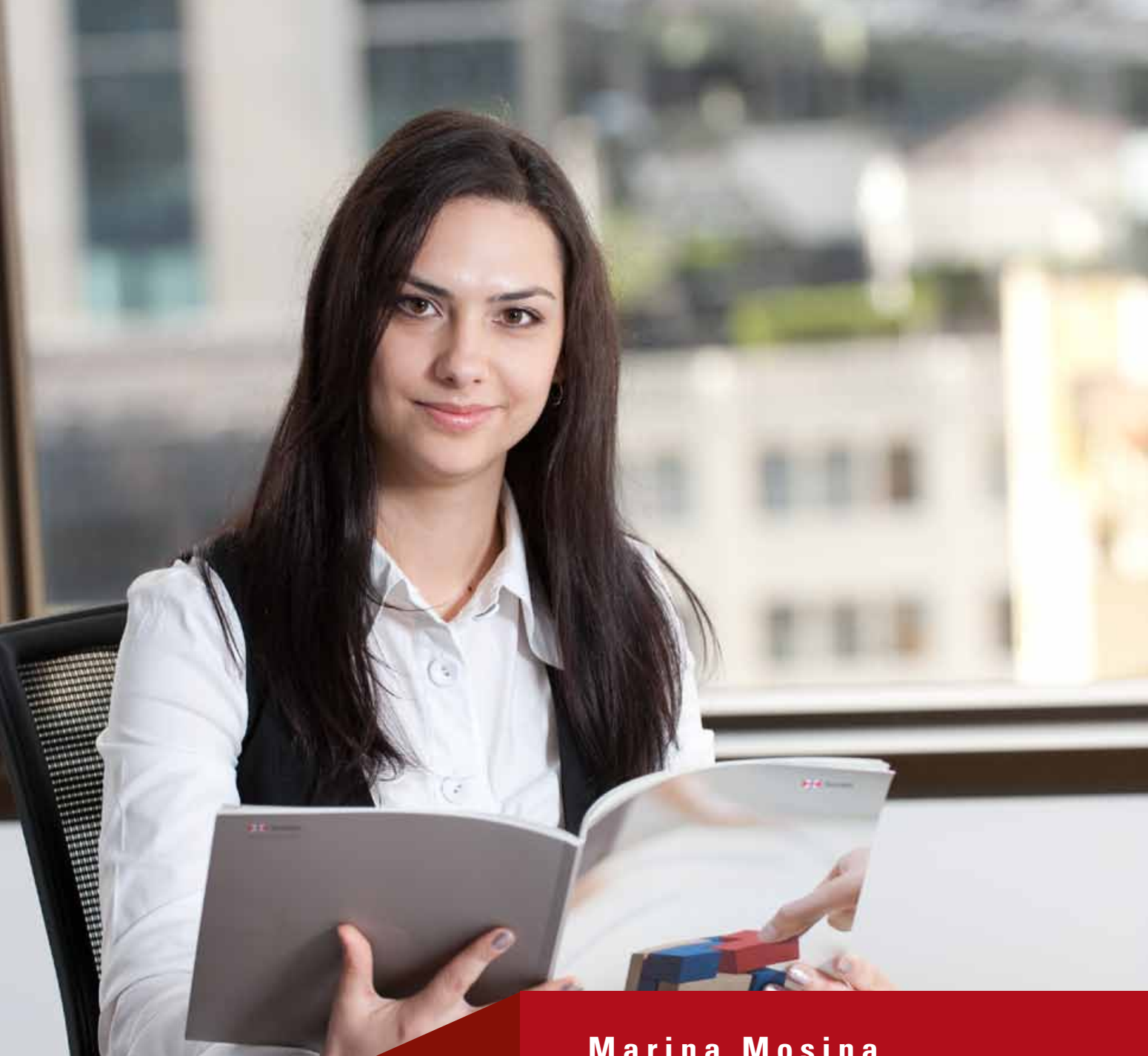


# Logistics

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Supply Chain Management  
Shipping and Freight  
Logistics





## GRADUATE PROFILE

### Marina Mosina

#### **Graduate Certificate in Shipping; Graduate Certificate in Supply Chain Management**

*China Navigation Co Pte Ltd (Swire Shipping NZ)*

"I grew up in Vladivostock, a port on Russia's far east coast, so know how important shipping is for people and trade; and supply chain management is part of the whole picture. Studying at MIT was just right for me because the course was intensive, in a great location and had a very good reputation. The friendly environment and medium-sized classes meant every student could get involved. I enjoyed learning to work in a team and on real assignments. The practical skills along with the theoretical knowledge I gained at MIT helps me on a daily basis, and from day one on the job I was 100% ready to start working."



# Welcome to the Centre for Logistics

*In an increasingly global marketplace, highly skilled logistics, shipping and freight staff are in huge demand. Because of rapid advances in technology and the opening up of international trade, logistics is one of the most powerful forces in business today. This is a rapidly growing employment area, nationally and internationally, as businesses see the positive benefits of optimising their supply chains and distribution operations.*

*Manukau Institute of Technology's (MIT) Centre for Logistics at the New Zealand Maritime School is the premier provider of logistics industry training in New Zealand. Our courses have been developed with the guidance and approval of employers across the transport sector and endorsed by an advisory group of industry specialists. Our affiliations with the New Zealand Maritime School, which has been in existence since the 1930s and associated with MIT since 1989, and our IATA/ FIATA approved courses reinforce our first-class credentials. Our graduates are subsequently highly employable and our programmes well respected and supported.*

*We've been delivering our high quality courses in transport, distribution, warehousing and international trade for more than 20 years, making us the most established player in the market. MIT's Diploma in Supply Chain Management and Diploma in Freight Forwarding are among the most sought after in the industry, and are the only dedicated full-time study programmes in New Zealand. A significant number of our students have a first degree and study the diploma or graduate certificates for industry specific knowledge.*

*You'll get the skills you need for the job you want. Our highly practical programmes in shipping, freight and logistics relate to all transport sectors, whether on land, sea or in the*

*skies. We cover all levels, from the nuts and bolts of product care and handling to masterminding port management, or optimising supply chain economics and costs.*

*Our team of dedicated tutors have extensive teaching and maritime industry experience, and hold professional transport and teaching qualifications. New courses are developed as required, with the advisory groups having a key role to play in ensuring the Centre is up to date on all industry matters. Close working relationships are maintained with shipping, airline and other transport operators, and with importers and exporters.*

*Go from A to B, and anywhere around the world. Our graduates can work all over in the world and your career options are wide open. Around half of our diploma graduates find employment in shipping and sea and air forwarding companies and agencies. Or you could become an importer or exporter, port agent, ship broker, road transport operator, warehouse operator, freight forwarder or work at an air freight company, or container company or depot.*

*Located in Auckland's CBD, the New Zealand Maritime School is close to the Ports of Auckland, New Zealand's largest container port. We're handy to ferry, bus and train services, and the bustling Britomart precinct is on our doorstep. Some courses are also held at our Manukau campus, or through distance learning.*

*Take the first step towards an adventurous career in shipping, freight and logistics with MIT today.*

*Tim Wilson  
Director  
New Zealand Maritime School*

# Applying to Study

## 1 DECIDE ON YOUR PROGRAMME

New Zealand Maritime School staff are always keen to help you select the most appropriate programme for your needs. Read through the Programme Information for the areas of study that interest you and select the programme that best suits your needs. If you feel you need further information regarding the courses and programmes available, please contact:

Phone: 0800 74 47 22

Email: [maritime@manukau.ac.nz](mailto:maritime@manukau.ac.nz)

Web: [www.manukau.ac.nz](http://www.manukau.ac.nz)

## 2 CHECK THAT YOU MEET THE ENTRY REQUIREMENTS

You will need to provide proof that you meet the entry requirements for your chosen programme when you apply.

## 3 APPLY TO STUDY

Fill out and submit the inserted **Programme Application Form**. International students need to contact International Marketing and Recruitment to obtain the correct Programme Application Form.

Phone: 09 379 4997

Email: [international.admin@manukau.ac.nz](mailto:international.admin@manukau.ac.nz)

Web: [www.manukau.ac.nz/international](http://www.manukau.ac.nz/international)

## 4 REGISTER AND ENROL

If your application to study is successful you will be sent an enrolment pack accompanied by an enrolment form which you will need to fill out and submit to secure your place.

## 5 PAY YOUR FEES

For financial information including fees payment and financial assistance, see page 6.



Kawa Leauma - Logistics Graduate

# Student Services



**A WIDE RANGE OF STUDENT SERVICES ARE AVAILABLE AT MIT TO SUPPORT STUDENTS. THESE SERVICES INCLUDE:**

- Accommodation - Student Village
- Bennetts Bookshop
- Cafeterias
- Career Centre
- Children's Education Centre
- Disability Support Service
- Gymnasium and Swimming Pool
- Health and Counselling Centre
- Internet Access
- Learning Support Centre
- Library
- Māori Support Advisor
- Pasifika Support Advisor
- Sports Clubs
- Student Finance Co-ordinator
- Student Peer Mentors
- Student Web.

For further information on these services and others visit: [www.manukau.ac.nz/student-services](http://www.manukau.ac.nz/student-services)



# General information

## ACADEMIC INFORMATION

### Applications

The following information applies to New Zealand permanent residents or citizens, or applicants from Australia, Tokelau, the Cook Islands or Niue. International students please contact International Marketing and Recruitment (see page 7).

Applicants who meet the required entry criteria for the relevant programme should complete the inserted [Programme Application Form](#).

Applications are welcome at any time, but priority will be given to those received by the end of November for programmes starting in February, and those received by early May for programmes starting in July.

### Appeal Procedure

If applicants do not feel they have been treated fairly by being declined entry to the programme of their choice, they may appeal in writing to the relevant programme leader within 10 working days of the date on the decline letter, stating the reasons why they think they have been unfairly declined.

### Cancellation of Course

New Zealand Maritime School reserves the right to cancel courses that have insufficient enrolments. If a course is postponed or cancelled for any reason, students' fees will be refunded in full or transferred towards another course.

### Cross-credits and Recognition of Prior Learning

Cross-credits and recognition of prior learning are available to those who can prove competence through work experience, life experience, prior study or a combination of these. Further details are available on request from the New Zealand Maritime School .  
Phone: 0800 74 47 22

### Semester-based Study

There are two semesters each year:

- Semester One – February to June
- Semester Two – July to November.

## FINANCIAL INFORMATION

### Fees Payment

Fees within the Programme Information are based on the 2012 fee structure for New Zealand permanent residents or citizens, or applicants from Australia, Tokelau, the Cook Islands or Niue.

Fees may be paid in the following ways:

- By cash, cheque, EFTPOS, Visa or Mastercard
- By applying for a student loan
- By training incentive allowance.

International students should contact International Marketing and Recruitment for the latest International fee information.

Phone: 09 968 8742

Email: [international@manukau.ac.nz](mailto:international@manukau.ac.nz)

### Financial Assistance

#### Student Allowances

For more information on Study Loans and Allowances contact Studylink on 0800 889 900.

#### Student Financial Assistance Fund

The Student Financial Assistance Fund is available to assist students to overcome financial barriers which are directly related to, and adversely affect, the student's ability to pursue their current course of study. The Student Finance Co-ordinator is available at Academic Registry to discuss hardship issues.

Phone: 09 968 8730

### Withdrawal Policy

If a student is enrolled but stops attending a course or programme, they must give written notice to the head of school responsible for that course by completing an MIT Withdrawal or Transfer Application Form, available from the New Zealand Maritime School . The date of withdrawal will be taken from the date the completed form is received by MIT.

If the course is cancelled, or form submitted prior to or within one calendar week (or 10% of course duration, whichever is lesser) of the start date, there will be a 100% refund.

After one calendar week (or 10% of the course duration, whichever is the lesser), but less than two calendar weeks from the start date (or 20% of the course duration, whichever is the lesser), 80% of tuition fees will be refunded. There is no refund if the form is submitted from the third calendar week after the course start date.

For information on Compassionate Consideration, please contact the Academic Registry.

Phone: 09 968 8730

## **INTERNATIONAL STUDENTS**

International students need to contact International Marketing and Recruitment for application forms.

Phone: 09 968 8742

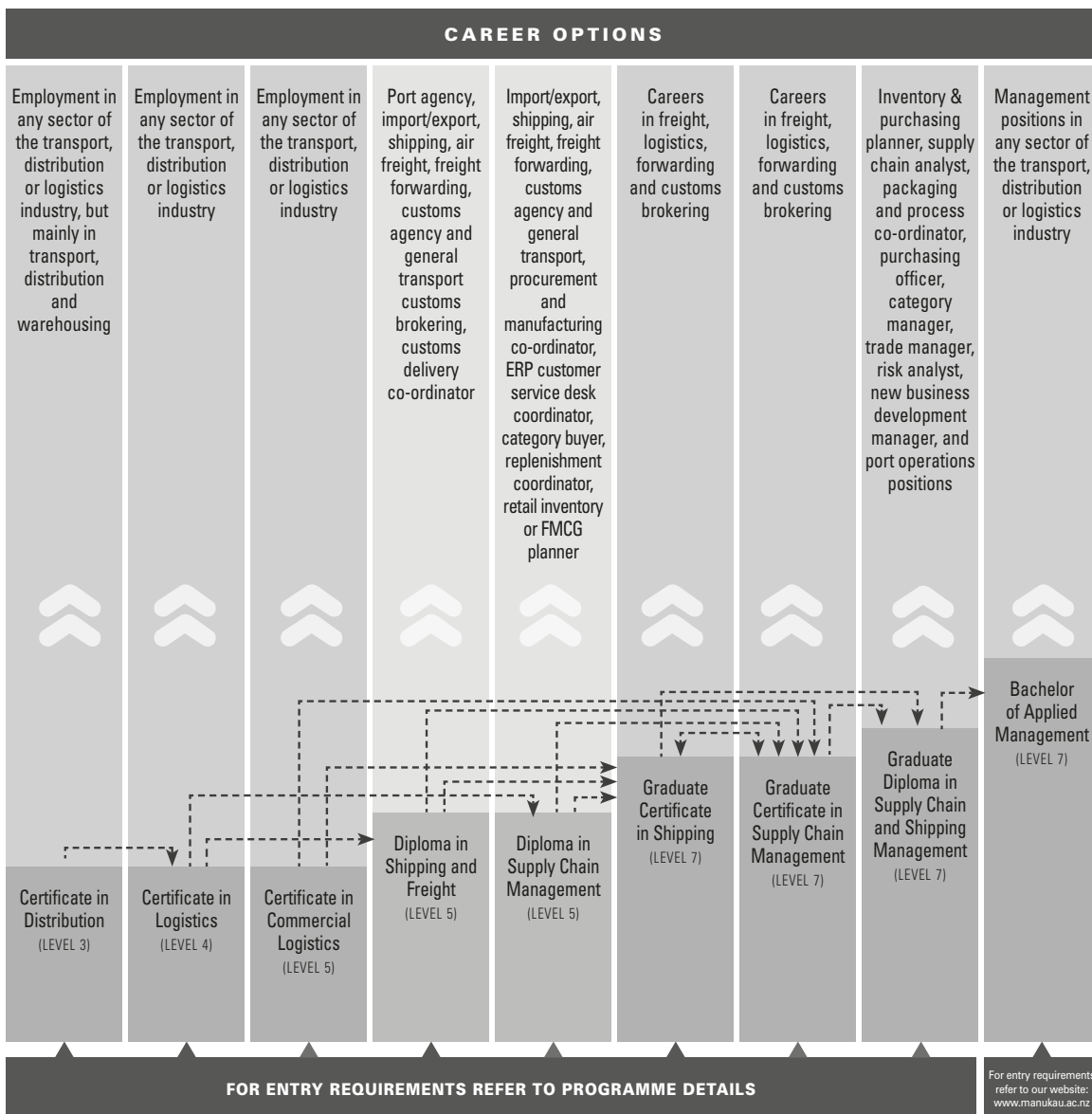
Email: [international.admin@manukau.ac.nz](mailto:international.admin@manukau.ac.nz)

or download from [www.manukau.ac.nz/international](http://www.manukau.ac.nz/international)

Each programme has its own entry criteria based on academic achievements, qualifications and/or work experience. We will be happy to advise what qualifications are acceptable for your chosen programme of study.



## Shipping, Freight and Logistics



-----> Possible paths to further study

Information is correct at the time of publication (June 2013). Programme fees may vary depending on your final selection of courses that make up your programme. To provide you with an indication of costs, the approximate fees quoted in this publication are based on the 2013 fee structure. You will be advised of the current fees at the time of enrolment. All courses and programmes will proceed subject to numbers and academic approval. Manukau Institute of Technology is accredited under the provisions of the Education Act 1989.

# Certificate in Logistics

|                                  |  |
|----------------------------------|--|
| <b>METHOD OF STUDY</b>           | Full-time or part-time                                     |
| <b>QUALIFICATION</b>             | MIT Certificate  |
| <b>DURATION</b>                  | One semester (full-time)<br>or up to two years (part-time) |
| <b>APPLICATIONS</b>              | Close when the programme is full                           |
| <b>START DATES</b>               | February and July  |
| <b>LEVEL</b>                     | 4  |
| <b>CREDITS</b>                   | 60   |
| <b>PROGRAMME CODE</b>            | MN4445   |
| <b>COST (2013 FEES)</b>          | NZ\$2,935 (approx)   |
| <b>INTERNATIONAL (2013 FEES)</b> | NZ\$8,725 (approx)   |

## Your point of origin for a career in logistics

Get a solid grounding in this essential and expanding industry with a Certificate in Logistics. This course is the ideal start if you're a school leaver or someone who wants to enter the logistics industry. Or you may already be working in the industry and aiming to progress into supervisory or middle management roles, or pursue further study. Our part-time course is designed for people with industry experience who want to continue working while they study.

This practical hands-on programme includes regular field trips and site visits so you can experience the industry at first-hand. You'll also acquire a good understanding of the concept of logistics. A variety of case studies and tests will help develop sound time-management and study skills.

At the end of the course you'll be ready to start working in any sector of the transport, distribution or logistics industry, or you can continue studying at diploma level with MIT courses in supply chain management or shipping and freight.

## Programme Summary

Students complete the following courses:

- Organisational Principles
- Team-building Skills
- Logistics and Purchasing Principles
- Warehousing and Inventory Operations
- Transport Operations
- Product Care and Handling
- Records and Documentation.

## Full-time:

Monday to Friday at MIT's Manukau campus

## Part-time:

Wednesdays, 5pm–8pm at MIT's Manukau campus

## Further Training or Study

MIT Diploma in Supply Chain Management (Level 5)

MIT Diploma in Shipping and Freight (Level 5)

## Career Opportunities

Positions in any sector of the transport, distribution or logistics industry such as importers, exporters, freight forwarders, road transport operators, container depots, warehouse operators and logistics providers.

## ENTRY REQUIREMENTS

Applicants must meet the following entry requirements:

- A minimum of 38 credits at NCEA Level 2 and
- Have English language competence to undertake this programme, which is taught and assessed in English. Any applicant whose first language is not English must provide evidence of an overall IELTS (Academic) band score of 5.5 (with no score below 5.0) or equivalent.

All applicants who meet the entry requirements will be interviewed. The interview will provide an opportunity to assess the following attributes:

- Suitable knowledge
- Experience
- Attitude.

Applicants will be accepted in order of application.

# Certificate in Commercial Logistics

Specialisations in Freight  
Forwarding and Shipping

|                        |                                  |
|------------------------|----------------------------------|
| <b>METHOD OF STUDY</b> | Distance learning only           |
| <b>QUALIFICATION</b>   | MIT Certificate                  |
| <b>DURATION</b>        | Three semesters (part-time)      |
| <b>APPLICATIONS</b>    | Close when the programme is full |
| <b>START DATES</b>     | Varied. Call for start dates.    |
| <b>LEVEL</b>           | 5                                |
| <b>CREDITS</b>         | 60                               |
| <b>PROGRAMME CODE</b>  | MN0558                           |
| <b>COST</b>            | Enquire upon application         |

## Take your career in logistics from B to A

With two distinct certificates offered – the MIT Certificate in Commercial Logistics (FIATA Diploma in Freight Forwarding) and the MIT Certificate in Commercial Logistics (Shipping) – you’ve got your promotion covered. The Certificate in Commercial Logistics is ideal for those in the industry who want to up-skill and progress to management positions.

As an employee already working in the freight forwarding and shipping sectors of the transport industry, you’ll get to build on your existing skills and knowledge base. After completing core courses in sea, road and rail, and dangerous goods, you’ll choose specialist courses in freight forwarding or shipping.

The freight forwarding option has been specifically designed for those wanting to obtain the international FIATA Diploma in Freight Forwarding – MIT is the only provider in New Zealand authorised to offer FIATA international accreditation.

After graduating you’ll be ready to start working in management and supervisory roles. Or you can take your study to the next level with industry-specific MIT graduate diplomas or a Bachelor of Applied Management.

## Programme Summary

This programme comprises three core compulsory courses, plus either four compulsory specialist courses in Freight Forwarding or three compulsory specialist courses in Shipping.

## Compulsory Courses

Students must complete the following courses:

- Sea Transport and Containers
- Road and Rail Transport
- Dangerous Goods – Land and Sea.

## Specialist Freight Forwarding Courses

Students complete four of following courses:

- Freight Forwarding and Logistics
- Air Transport and Insurance
- Customs Procedures
- Dangerous Goods – Air.

## Specialist Shipping Courses

Students complete three of the following courses:

- Shipping Practice
- Cargo Management and Logistics
- Marine Protection and Indemnity Claims.

## Further Training or Study

MIT Graduate Certificate in Shipping (Level 7)

MIT Graduate Certificate in Supply Chain Management (Level 7)

Bachelor of Applied Management (Level 7).

Graduates of the Freight Forwarding specialisation will also be eligible to apply for the FIATA Diploma in Freight Forwarding (additional fees may apply).

## Career Opportunities

Management positions in the shipping and freight sector such as port agencies, importing or exporting, shipping, air freight, freight forwarding, customs agency and general transport; or in the supply chain sector such as transportation, distribution and warehousing.

# Certificate in Commercial Logistics

Specialisations in Freight  
Forwarding and Shipping

*continued*

## ENTRY REQUIREMENTS

Applicants must meet the following entry requirements:

- Be currently employed in the New Zealand freight forwarding or shipping industry and
  - Be referred by their employer
- or
- Have at least two years experience in the freight forwarding or shipping industry and
  - Have English language competence to undertake this programme, which is taught and assessed in English. Any applicants whose first language is not English may be required to provide evidence of an overall IELTS (Academic) band score of 6.0 (with no score below 5.5) or equivalent.

All applicants who meet the entry requirements will be interviewed. The interview will be undertaken by telephone. The staff member conducting the interview will complete an interview evaluation form. The purpose of the interview is to outline the programme and to ensure the student is aware of the course content and assessment policies.

The interview will also assess the entry criteria of discipline and motivation. The interview will also ensure that the applicant has applied for the most appropriate level of programme by assessing work experience, prior learning and aptitude. The interview will provide an opportunity to assess the following attributes:

- The discipline for self-directed study at Level 5
- The motivation to learn.

Following the interview, the panel will decide whether the prospective student should be accepted or declined entry to the programme. Prospective students who meet the entry criteria will be accepted until the course is full.

# Diploma in Shipping and Freight and Diploma in Supply Chain Management

|                                  |  |
|----------------------------------|--|
| <b>METHOD OF STUDY</b>           | Full-time                                  |
| <b>QUALIFICATION</b>             | MIT Diploma                                |
| <b>DURATION</b>                  | Two semesters (full-time)                  |
| <b>APPLICATIONS</b>              | Close when the programme is full           |
| <b>START DATES</b>               | February and July                          |
| <b>LEVEL</b>                     | 5  |
| <b>CREDITS</b>                   | 120  |
| <b>PROGRAMME CODE</b>            | MN4462 & MN4461                            |
| <b>COST (2013 FEES)</b>          | Shipping and Freight NZ\$6,486 (approx)    |
| <b>COST (2013 FEES)</b>          | Supply Chain Management NZ\$6,727 (approx) |
| <b>INTERNATIONAL (2013 FEES)</b> | NZ\$17,450 (approx)                        |

## Deliver the goods with a sought-after qualification

Study towards one of the industry's most sought-after diplomas. These two qualifications are the only dedicated full-time programmes in New Zealand that specifically prepare you for employment in the shipping, freight and logistics industries – plus they have full industry support.

You'll gain foundation knowledge in transport on a global scale and in a global environment, the application of logistics principles, cargo care, the importation and exportation of hazardous goods, the law relating to transportation, and how to write and present reports. You'll then go on to specialise in your chosen pathway. Field trips and site visits add to the practical hands-on nature of the programme. You'll be assessed by a variety of assignments and examinations which develop sound time-management and study skills.

Depending on your prior level of experience, on graduating, you could be ready to take on supervisory roles. Or if you want to progress to management roles, you can take your study to the next level with industry-specific MIT graduate diplomas or a Bachelor of Applied Management.

The Diploma in Shipping and Freight specialisation has been specifically designed for those wanting to obtain IATA and FIATA diplomas in Cargo, Freight Forwarding and Air Dangerous Goods (additional fees may apply).

Graduates of the Diploma in Shipping and Freight are trained to the standard to apply for New Zealand Customs PIN or UUI examinations.

The Diploma in Supply Chain Management specialisation has been specifically designed for those wanting to obtain New Zealand CILT membership and accreditation (additional fees will apply). The Diploma in Supply Chain Management courses are only available at the NZMS city campus.

If you are enrolled for the Diploma in Shipping and Freight you have a choice of studying either at the MIT Manukau campus or the NZMS city campus.

Scholarships and prizes are offered to selected students.

## Programme Summary

These programmes comprise six core compulsory courses, plus either six compulsory courses in Shipping and Freight or four compulsory courses in Supply Chain Management.

### Compulsory Courses

Students complete the following courses:

- Transport Geography
- Applied Logistics
- Cargo Care (including Land and Sea Dangerous Goods)
- Import Export Practice Hazardous Goods
- Transport Law
- Reports and Presentations.

### Diploma in Shipping and Freight

Students complete the following courses:

- Supply Chain Economics and Costing
- Customs Law and Practice
- Agency Practice
- Container Practice
- IATA Air Cargo and Dangerous Goods
- Freight Technology.

### Diploma in Supply Chain Management

Students complete the following courses:

- Supply Chain Economics and Costing
- Purchasing and Inventory Management
- Network Planning and Facility Location
- Logistics Technology.

### Further Training or Study

Graduate Certificate in Shipping (Level 7)

Graduate Certificate in Supply Chain Management (Level 7)

Bachelor of Applied Management (Level 7).

Graduates of the Diploma in Shipping and Freight will also be eligible to apply for the IATA/FIATA Introductory Diploma (additional fees may apply).

# Diploma in Shipping and Freight and Diploma in Supply Chain Management *continued*

## **Career Opportunities**

Shipping and freight positions in port agencies, importing or exporting, shipping, air freight, freight forwarding, customs agency and general transport. Supply chain positions in transportation, distribution and warehousing. Some graduates may be ready for supervisory roles.

## **ENTRY REQUIREMENTS**

Applicants must meet the following entry requirements:

- Minimum of 48 NCEA credits at Level 2 or equivalent or
- Have successfully completed the MIT Certificate in Business or equivalent or
- Have successfully completed the MIT Certificate in Logistics or equivalent or
- Demonstrate evidence of academic achievement at Level 4 (prospective students may be required to complete a research essay to show academic prowess) and
- Have English language competence to undertake this programme which is taught and assessed in English. Any applicant whose first language is not English must provide evidence of an overall IELTS (Academic) band score of 6.0 (with no score below 5.5) or equivalent.

All applicants will be interviewed. The interview will be conducted by a panel of at least two staff. The interview will also provide an opportunity to outline the programme and to ensure the student is aware of the course content and assignment policies. The interview will also ensure that the applicant has applied for the most appropriate level of programme by assessing work experience, prior learning and aptitude. The interview will provide an opportunity to assess the following attributes:

- Personal presentation and discipline
- Communication skills
- Attitude and motivation to learn and succeed.

Applicants will be accepted in order of application.

### **Selection Process**

Due to a limited number of places in the programme, admission is restricted. Suitable applicants will be expected to attend a selection interview. The selection criteria will include personal presentation, communication skills and motivation to succeed.

# Graduate Certificate in Shipping

|                                  |                                  |
|----------------------------------|----------------------------------|
| <b>METHOD OF STUDY</b>           | Full-time or distance learning   |
| <b>QUALIFICATION</b>             | MIT Graduate Certificate         |
| <b>DURATION</b>                  | One semester (full-time)         |
| <b>APPLICATIONS</b>              | Close when the programme is full |
| <b>START DATES</b>               | February and July                |
| <b>LEVEL</b>                     | 7                                |
| <b>CREDITS</b>                   | 60                               |
| <b>PROGRAMME CODE</b>            | MN4471                           |
| <b>COST (2013 FEES)</b>          | NZ\$2,988 (approx)               |
| <b>INTERNATIONAL (2013 FEES)</b> | NZ\$8,725 (approx)               |

## Go the extra distance with your shipping career

If you want to enhance your industry skills and knowledge and take your shipping career along a management path, this programme has been designed with you in mind.

You may already be working in the industry in middle management or aspire to take on management responsibilities in the future. Or you may be looking to get into the industry or be working in related sectors such as import or export companies involved in significant shipping activity.

When you graduate you'll be able to efficiently carry out the tasks required of intermediate and management roles within the shipping industry. You will be able to establish systems, research and develop solutions to problems, and implement and evaluate strategies for optimising efficiency.

### Programme Summary

The programme comprises two compulsory courses and two optional courses. Students must successfully complete all four courses to graduate.

### Compulsory Courses

Students complete all courses:

- Logistics Practice
- Transport and Maritime Law
- Managing Risk in the Supply Chain
- Trade Management in Shipping

### Further Training or Study

#### Additional Specialist Courses Available\*

- Chartering Practice
- Port Management
- Ship Stability and Planning.

\*These courses are subject to change.

Graduate Diploma in Supply Chain and Shipping Management (Level 7)

Bachelor of Applied Management (Level 7).

## Career Opportunities

Intermediate and management positions within the shipping industry.

### ENTRY REQUIREMENTS

Applicants must meet the following entry requirements:

- Have successfully completed an appropriate NQF Level 6 or 7 programme, e.g. a Diploma in Business, Bachelor of Business or equivalent
- or
- Have successfully completed the MIT Diploma in Supply Chain Management (Level 5) plus relevant work experience
- or
- Have successfully completed the MIT Diploma in Shipping and Freight (Level 5) plus relevant work experience
- or
- Mature students of 20 years of age or more with evidence of at least three years' relevant work experience at a senior operational level or equivalent (prospective mature students may be asked to complete a research essay to show academic prowess) and
- Have English language competence to undertake this programme, which is taught and assessed in English. Any applicant whose first language is not English must provide evidence of an overall IELTS (Academic) band score of 6.0 (with no score below 5.5) or equivalent.

All applicants will be interviewed. The interview will also provide an opportunity to outline the programme and to ensure the applicant is aware of the course content and assessment policies. The interview will also ensure that the applicant has applied for the most appropriate level of programme by assessing work experience, prior learning and aptitude. Alternative means to assess these criteria will be adopted where an interview is not practicable, e.g. in the case of international applicants. The interview will provide an opportunity to assess the following attributes:

- Personal presentation and discipline
- Communication skills
- Attitude and motivation to learn and succeed.

*Note: Applicants are welcome to bring a support person to the interview.*

Prospective students who meet the entry criteria and interview requirements will be accepted in order of application until the programme is full. Preference may be given to graduates from the MIT Diploma in Supply Chain Management or the MIT Diploma in Shipping and Freight.

# Graduate Certificate in Supply Chain Management

|                                  |   |
|----------------------------------|---|
| <b>METHOD OF STUDY</b>           | Full-time or distance learning                          |
| <b>QUALIFICATION</b>             | MIT Graduate Certificate                                |
| <b>DURATION</b>                  | One semester (full-time)<br>Three semesters (part-time) |
| <b>APPLICATIONS</b>              | Close when the programme is full                        |
| <b>START DATES</b>               | February and July                                       |
| <b>LEVEL</b>                     | 7   |
| <b>CREDITS</b>                   | 60  |
| <b>PROGRAMME CODE</b>            | MN4470  |
| <b>COST (2013 FEES)</b>          | NZ\$2,988 (approx)                                      |
| <b>INTERNATIONAL (2013 FEES)</b> | NZ\$8,725 (approx)                                      |

## Become the strongest link in the chain

If you want to enhance your industry skills and knowledge and take your freight forwarding, logistics, import or export, or manufacturing operational processes career along a management path, this programme has been designed with you in mind.

You may already be working in the industry in middle management or aspire to take on management responsibilities in the future. Or you may be looking to get into the industry.

When you graduate you'll be able to efficiently carry out the tasks required of intermediate and management roles within the freight forwarding and logistics industry. You'll be able to establish systems, research and develop solutions to problems, and implement and evaluate strategies for optimising efficiency.

### Programme Summary

Students complete the following courses:

- Logistics Practice
- Transport and Maritime Law
- Managing Risk in the Supply Chain
- Logistics Management

### Further Training or Study

Graduate Diploma in Supply Chain and Shipping Management (Level 7)

Bachelor of Applied Management (Level 7).

### Career Opportunities

Intermediate and management positions in the freight forwarding and logistics industry.

## ENTRY REQUIREMENTS

Applicants must meet the following entry requirements:

- Have successfully completed an appropriate NQF Level 6 or 7 programme, e.g. a Diploma in Business, Bachelor of Business or equivalent

or

- Have successfully completed the MIT Diploma in Supply Chain Management (Level 5) plus relevant work experience

or

- Have successfully completed the MIT Diploma in Shipping and Freight (Level 5) plus relevant work experience

or

- Mature students of 20 years of age or more with evidence of at least three years relevant work experience at a senior operational level or equivalent (prospective mature students may be asked to complete a research essay to show academic prowess) and
- Have English language competence to undertake this programme which is taught and assessed in English. Any applicant whose first language is not English must provide evidence of an overall IELTS (Academic) band score of 6.0 (with no score below 5.5) or equivalent.

All applicants will be interviewed. The interview will also provide an opportunity to outline the programme and to ensure the applicant is aware of the course content and assessment policies. The interview will also ensure that the applicant has applied for the most appropriate level of programme by assessing work experience, prior learning and aptitude. Alternative means to assess these criteria will be adopted where an interview is not practicable, e.g. in the case of international applicants. The interview will provide an opportunity to assess the following attributes:

- Personal presentation and discipline
- Communication skills
- Attitude and motivation to learn and succeed.

*Note: Applicants are welcome to bring a support person to the interview.*

Prospective students who meet the entry criteria and interview requirements will be accepted in order of application until the programme is full. Preference may be given to graduates from the MIT Diploma in Supply Chain Management and the MIT Diploma in Shipping and Freight.

## Other Courses offered

### **Graduate Diploma in Supply Chain and Shipping Management**

Please contact the Faculty for further information.

### **IATA/FIATA Air Freight Courses**

The New Zealand Maritime School is an IATA/FIATA Authorised Training Centre for the following air freight industry courses. These qualifications are in high demand by freight forwarders, logistics service providers, importers and exporters and other industry sectors which are regular users of air freight.

- IATA/FIATA Introductory Diploma
- IATA Cargo Tariffs and Acceptance
- IATA Dangerous Goods – Including Radioactive
- IATA Dangerous Goods – Refresher.

These courses are generally held at MIT. Classes for the IATA Introductory Diploma, when part of the Diploma in Shipping and Freight, are held at the New Zealand Maritime School city campus.



# Programme Application Form

If additional information is required, a supplementary form may be sent to you for completion. If you have any queries, please contact the Information Centre on 0800 62 62 52.

If you are a **New Zealand Citizen** (including the Cook Islands, Tokelau or Niue), a **New Zealand Permanent Resident**, or an **Australian Citizen** or **Permanent Resident**, go to **1**.

**International applicants**, please contact International Marketing and Recruitment to obtain the correct Programme Application form. Phone +64 9 968 8742 | email international.application@manukau.ac.nz  
web www.manukau.ac.nz/international

**Please print clearly in pen using BLOCK LETTERS. Please complete all sections of this form.**

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## HAVE YOU PREVIOUSLY STUDIED AT MIT?

No  Yes (please write your ID number if known)

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## PROGRAMME YOU WISH TO APPLY FOR

Name of Programme

Programme Code (if known)  **Is this programme your first choice?**  Yes  No

Expected start date   Full-time  Part-time

Please state the location (campus) you wish to study at:

**Do you meet the entry criteria for this programme (including physical and health requirements) as stated in the programme brochure?**

Yes (please attach relevant supporting evidence of meeting the entry criteria).  
 No/Not sure (please contact the Information Centre for advice: 0800 62 62 52 or info@manukau.ac.nz).

If you have applied for other programmes, please list them here in order of preference:

(i)  (ii)

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## PERSONAL DETAILS

Female  Male Date of Birth  /  /   
DAY MONTH YEAR

Miss  Mrs  Ms  Mr  Dr Other (Please state)

Legal family name

Legal first name

Legal second names

Known as or preferred name(s) if different from above

Preferred first name

### Permanent/Home Address

Unit/Flat/Apartment number

Street address - number and name

Suburb  Town/City  Postcode

Home Phone Number (  )  Cellphone Number

Work Phone Number

Citizenship  Email address

Is English your first language?  Yes  No (please provide evidence of your results of IELTS or English competence entry requirements for this programme).

If an interview is required, would you like whanau/family present?  Yes  No

Do you have an illness, health problem or disability that could affect your study?  Yes  No

Do you require any ongoing medical treatment and/or medication that may affect your study?  Yes  No

SIGNED

DATE

OTHER PROGRAMME RECOMMENDED

ACCEPT

DECLINE

ACKNOWLEDGEMENT SENT

INTERVIEW DATE

FOR OFFICE USE ONLY

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## ENTRY CRITERIA

**Educational History (Please list your most recent qualifications).**

|  |
|--|
|  |
|--|

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## DOCUMENTS REQUIRED

**In order to process your application, MIT needs to see documents to support your application. If you are planning to send your application by post, please send ONE certified copy of these documents (not originals). Documents will not be returned.**

- A verified copy of your education results/grades (successful or not)
- A verified copy of your birth certificate or passport
- Proof of New Zealand Permanent Residency, if you were not born in New Zealand
- A verified copy of your marriage certificate or statutory declaration form if your current name differs from your birth certificate or passport name.
- Any letters of recommendation you wish to include.

*To get certified copies of your documents: take a photocopy of your documents, along with the originals to one of the following:*

- Barrister or solicitor of the High Court
- Justice of the Peace
- The Information Centre, Manukau Institute of Technology
- Notary Public
- Court Registrar or Deputy Registrar
- Member of Parliament
- Land Transport New Zealand, Public Trust, or local authority employee designated for this purpose.

**Employment History (Please attach your CV if you have recent relevant employment history)**

|              |  |             |                          |           |
|--------------|--|-------------|--------------------------|-----------|
| Employer     |  | Start date  | <input type="checkbox"/> | Part-time |
| Type of work |  | Finish date | <input type="checkbox"/> | Full-time |
| Employer     |  | Start date  | <input type="checkbox"/> | Part-time |
| Type of work |  | Finish date | <input type="checkbox"/> | Full-time |
| Employer     |  | Start date  | <input type="checkbox"/> | Part-time |
| Type of work |  | Finish date | <input type="checkbox"/> | Full-time |

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## DECLARATION

I hereby declare that the information and attached documentation provided by me in this application is true and correct. I acknowledge that Manukau Institute of Technology can cancel my application if false or incomplete information has been provided. I understand that the purpose of gathering this information is to allow Manukau Institute of Technology to carry out the functions required of it under the Education Act 1989, and its obligations under other enactments and in accordance with the Privacy Act 1993. I authorise Manukau Institute of Technology to disclose this information to the agencies outlined in the information on the Privacy Act available in the MIT Library and Student Services Centres.

|           |      |                               |
|-----------|------|-------------------------------|
| Signature | Date | /<br>DAY      MONTH      YEAR |
|-----------|------|-------------------------------|

**PLEASE SEND YOUR APPLICATION TO:**

**FREEPOST 73362  
The Information Centre  
Manukau Institute of Technology  
Private Bag 94006  
Manukau 2241, Auckland, New Zealand**

*Note: If you do not receive an acknowledgement of your application, or if you have any queries, please phone 0800 62 62 52*

**COMPULSORY**  
Please ensure you read, sign and date the declaration.



**CENTRE FOR LOGISTICS  
NEW ZEALAND MARITIME SCHOOL**

Level 2, Commerce Street, Auckland, New Zealand

**0800 74 47 22**

**maritime@manukau.ac.nz**

**www.manukau.ac.nz**