FEE SCHEDULE

Otago Polytechnic
Te Kura Matatini ki Otago

National Certificate in Computing (Level 2)

Course Code	Name of Course	Unit Standards	Version	Credits	Cost	EFT Value
CF201001	Personal Computer Basics			5	$134.50	0.0417
	Demonstrate and apply knowledge of a personal computer system	2780	6	3		
	Manage and protect data in a personal computer system	2781	6	3		
CF202001	Word Processing			10	$265.80	0.0833
	Apply language and text processing skills to produce communications	107	5	5		
	Use a word processor to produce documents	111	5	5		
CF203001	Text and Information Management			10	$264.20	0.0833
	Create documents and manage files for generic text and information management	12884	4	3		
	Create and enhance documents combining text and images for generic text and information management	12885	4	6		
CF204001	Business Solutions			10	$264.20	0.0833
	Create and use a computer spreadsheet to solve a problem	2784	6	3		
	Create and use a computer database to solve a problem	2786	6	3		
	Integrate spreadsheet and database data into a word processed document to meet a set brief	2791	6	3		
CF205001	Researching and Presenting Data			10	$267.40	0.0833
	Produce desktop published documents to meet a set brief	2788	6	5		
	Produce a presentation using a desktop presentation computer application	5940	7	3		
	Use digital communications technologies	25662	1	3		
			Programme Totals		$1,196.10	.3749

An Annual Internet Fee of $45.00 is to be added to the first enrolment of each academic year.

The fees on this schedule are correct at time of printing. Fees are inclusive of GST at 15%