

2025



# NZ Certificate in Construction Trade Skills (Carpentry)

## Level 3

At EIT we don't just talk about doing things - we actually do them. Project and task-based learning offers you real world experience. Kick-start your training in our modern Trades and Technology facilities.

You can get a head-start for a career in building and construction and gain credits towards the NZ Certificate in Carpentry [Level 4]. Work experience within the local industry is an important part of the programme. Our facilities and tutors are excellent, with graduates being highly regarded by employers.

The NZ Certificate in Construction Trades Skills (Carpentry) [Level 3] is a pre-employment programme which offers you practical studies and provides a pathway to a career in the construction industry.

<b>Location</b>	Hawke's Bay and Tairāwhiti
<b>Start</b>	February and July*
<b>Length</b>	39 weeks full-time
<b>Contact</b>	Natayla Latysheva – Hawke's Bay Phone: 06 830 1525 Email: <a href="mailto:nlatysheva@eit.ac.nz">nlatysheva@eit.ac.nz</a> Ange Taylor - Tairāwhiti Phone: 06 869 3082 Email: <a href="mailto:ataylor@eit.ac.nz">ataylor@eit.ac.nz</a>

\* July intake available in Hawke's Bay only.  
For NZ Citizens and Permanent Residents

# Build your construction trade career

During the NZ Certificate in Construction Trade Skills (Carpentry) [Level 3] programme you will learn how to:

- Work safely and in accordance with compliance and regulatory requirements in the construction trades sector.
- Communicate effectively with colleagues and customers within the construction industry.
- Read and use specifications and drawings to complete introductory construction projects.
- Perform introductory applied calculations to complete a range of familiar tasks in the construction sector.
- Apply specific carpentry terminology and concepts when carrying out carpentry work in a project environment.
- Apply knowledge of current building technology, materials, fixings, and hardware when carrying out carpentry projects.
- Use current construction and installation processes and techniques while carrying out carpentry projects.
- Carry out assigned carpentry work in a project environment.

EIT will provide an "on loan" basic tool belt, that must be returned in full.

You are welcome to make an appointment to talk to a teaching staff member about this programme and to have a tour of the Trades workshops.

## Career and Study Opportunities

### Career Opportunities

During the programme you will be able to achieve skills that count towards the NZ Certificate in Carpentry [Level 4]. After graduation you can be employed as an apprentice by a builder or building contractor to complete your trade qualification. Within the industry you could enter as an apprentice in residential construction, commercial construction or associated trades within the construction industry (truss making, framing fabrication).

### Study Opportunities

- NZ Certificate in Carpentry [Level 4]
- NZ Certificate in Construction Trades (Supervisor) [Level 4]
- NZ Certificate in Construction (Main Contract Supervisor) [Level 5]
- NZ Diploma in Architectural Technology [Level 6]

## Industry-based Training

You will gain practical experience through project-based learning.

## Partnerships

Thanks go to Hawke's Bay Homes and K3 Kahungunu Property.






## NZ Certificate in Construction Trade Skills (Carpentry) Level 3, 120 credits

 Hawke's Bay and Tairāwhiti

 Full-time: 39 weeks

 Fee: Visit [fees.eit.ac.nz](https://fees.eit.ac.nz) to see the fees for this programme

### Timetable

Your study time will be made up of contact time (class times, tutorials, project-based learning) and non-contact time (your own individual study time).

#### Contact Time

On campus classes are usually scheduled between 8.00am-3.45pm, three days per week (22 contact hours per week).

#### Non-contact Time

You should plan to spend 14.5 hours per week on your own individual study.

### Additional Costs

- \$100 approximately for safety boots
- \$50 approximately for a raincoat
- \$20 approximately for scientific calculator

### Entry Requirements

#### Standard Entry

Applicants under 20 years old:

- NCEA Level 1 (including NCEA L1 Maths and English) or an equivalent qualification

#### Non-standard Entry

- Successful completion of the NZ Certificate in Building, Construction and Allied Trades Skills [Level 3] **and** successful completion of the alternative academic entry test; or
- Successful interview with a member of the academic staff **and** successful completion of the alternative academic entry test.

The alternative academic entry test will measure applicants' literacy and numeracy ability to ensure that is of a level to cope with the demands of the programme.

The interview will allow parties to exchange information about what the programme both provides to, and requires of, its students. Included in the interview will be discussion of possible career paths for the student, motivation, physical and emotional requirements and the applicant's abilities, background, experiences and interests. Attendance of whānau members and/or supporting associates is encouraged at all interviews.

All applicants are required to have the physical mobility needed to meet the demands of construction site work. If it is determined that an applicant does not have the required physical mobility they will be referred to a more appropriate programme.

## 2025 Key Dates

**Intake One** Starts: Monday, 3 February  
Ends: Friday, 31 October

**Intake Two** Starts: Monday, 14 July  
*Hawke's Bay only* Ends: Friday, 17 April 2026

**Semester Breaks**  
14 - 25 April  
30 June - 11 July  
22 September - 3 October  
22 December - 12 January 2026

### English Language Entry Requirements

If English is not your first language you are required to have attained an acceptable level of English language fluency prior to acceptance in the programme. Ways in which English language fluency may be demonstrated include successful study of a programme in which English was the language of instruction (conditions apply), completion of a New Zealand Certificate in English Language (Level 3 with any endorsement), approved scores on IELTS tests (Academic score of 5 with no band score lower than 5) or completion of accepted international equivalents.

### Literacy and Numeracy Skills

A Literacy and Numeracy assessment is part of the preparation for all Level 1 to 3 programmes. This is a national requirement from the Tertiary Education Commission (TEC). This information gives your tutors information on what you already know to help them provide the support that you may need in your studies.

There are two assessments. The first assessment will take place within the first three weeks of the programme. The second will be a week or two before you finish the programme. This final assessment will show how you have improved with your Literacy and Numeracy skills.

There will always be a tutor to help you when doing the assessment. The most important thing to know about this assessment is that you CANNOT fail. You will merely get information on your Literacy and Numeracy skills. The result will NOT have an impact on any of your assessment marks in your course work.

### Assessments

Assessments are course based, and include assignments, tests and practical tasks during workshop sessions.

Assessment is continuous throughout the programme.

### Facilities

The EIT Trades and Technology training workshops offer students the opportunity to learn in an environment modelled on real-world industries. The purpose-built facilities give students access to a comprehensive range of equipment for carpentry trade training.

### Scholarships

Scholarships are a way to help financially support your study. They can make life easier by helping to cover your fees and living expenses while you complete your qualification. You don't always need to be an academic high-flyer to qualify.

Find out what's available at [scholarships.eit.ac.nz](https://scholarships.eit.ac.nz) or for general scholarship information please contact [scholarships@eit.ac.nz](mailto:scholarships@eit.ac.nz).

## Experienced Lecturers

At EIT, you can be confident in the quality of our teaching and your learning experience.

EIT is highly regarded in New Zealand for research excellence due to the quality of our community centred research, our publications and our external grant income provided by funding institutions who have confidence in our research capability. You can be confident your lecturers use the latest knowledge and research in their field of expertise to inform their teaching, and many are at the forefront of knowledge creation within their discipline area.

Name	Position
<b>Tom Hay</b> <i>Hawke's Bay</i>	Programme Coordinator
<b>Howard Irving</b> <i>Tairāwhiti</i>	Site Coordinator

## Course Descriptions

Course No.	Brief Description	NZQA Level	No. of Credits
<b>CARP3001</b>	<b>Workshop Safety Fundamentals</b> The aim of this course is to develop the knowledge, skills, and attributes to work safely in a construction trades environment.	3	15
<b>CARP3002</b>	<b>Core Construction and Communications Skills</b> The aim of this course is to develop the knowledge, skills, and attributes to utilise core construction and communication skills.	3	15
<b>CARP3101</b>	<b>Preliminary Works for Construction</b> The aim of this course is to develop the knowledge, skills, and attributes to participate in the preparation of a building site for a construction project.	3	15
<b>CARP3102</b>	<b>Support Structures for Building Work</b> The aim of this course is to develop the knowledge, skills, and attributes to participate in the construction of for support structures and floor systems.	3	15
<b>CARP3103</b>	<b>Wall Structures for Building Work</b> The aim of this course is to develop the knowledge, skills, and attributes to participate in the construction of wall structures.	3	15
<b>CARP3104</b>	<b>Roof Structures for Building Work</b> The aim of this course is to develop the knowledge, skills, and attributes to participate in the construction of roof structures.	3	15
<b>CARP3105</b>	<b>Exterior Envelope</b> The aim of this course is to develop the knowledge, skills, and attributes to participate in the installation of exterior envelope systems.	3	15
<b>CARP106</b>	<b>Interior Linings and Finishing</b> The aim of this course is to develop the knowledge, skills, and attributes to participate in the fit out of the interior of a building.	3	15

## The experience you need & the support to succeed

When you study at EIT you'll get the kind of experiences that will help you gain the knowledge and skills to get ahead.

You'll also be supported by lecturers and tutors who are here for you, within a learning environment where you are treated as an individual, not just a number.

They'll know your name and you'll receive one-on-one attention to make sure you get the support to succeed.

# How to Enrol

There is an easy 3-step process to follow when enrolling at EIT.

## Step 1

Check out [eit.ac.nz](http://eit.ac.nz) to see the programmes available for you to study. A copy of the course information for each programme is available on our website.

## Step 2

You can now use your RealMe verified identity to apply for study at EIT. If you use your RealMe verified identity you will no longer be sent a copy of your application form to sign. You also will not need to provide us with a copy of your primary ID.

If you apply online without using RealMe then you will be sent a summary of your enrolment to check and sign. It will also include course selection forms which you need to complete and return. Your enrolment cannot progress until you have sent the summary and forms back to us.

You can also apply using a paper enrolment form. Please call us on 0800 22 55 348 and we will send you one.

You will receive an acceptance letter from your Faculty with programme information. This will include the start date of your study and any special information regarding your programme. Depending on your chosen programme of study, you may be invited to attend an interview before you are accepted.

## Step 3

Arrangement for full payment of enrolment fees must be made before the start of your programme. You will receive an invoice with payment details.

**Fees Free Government Scheme:** Tertiary education is fees-free for eligible domestic tertiary students. To check if you are eligible, go to [FeesFree.govt.nz](http://FeesFree.govt.nz) and enter your National Student Number (NSN). If you are not eligible you will be responsible for paying your fees.

**Scholarships and Grants:** Scholarships and grants make life easier by helping to cover your fees, other costs and living expenses while you study. You don't always need to be an academic high-flyer to qualify. You can find out more about scholarships and other options for paying your fees at [eit.ac.nz](http://eit.ac.nz).

**StudyLink:** If you need to pay for your own study you can choose to apply for your Student Loan and Student Allowance with StudyLink. You should do this early, even if you haven't yet been accepted on your programme. You can change your details later if anything changes. Visit [studylink.govt.nz](http://studylink.govt.nz) to find out more about StudyLink.

## Student Services Levy

The student services levy is a compulsory non-tuition fee that is charged to students enrolled at EIT. The levy is to contribute to the provision of quality student services that support learning. The funds received by EIT from the levy are ring-fenced, meaning they can only be spent on student services.

## Student Loans and Allowances

StudyLink is a service of the Ministry of Social Development. Apply well before your programme begins (even if you haven't been accepted yet) so you'll be ready to get your payments when you need them most.

Check out what you qualify for at [studylink.govt.nz](http://studylink.govt.nz).



### DISCLAIMER:

All information in this publication pertains to New Zealand Citizens or Permanent Residents, and is correct at the time of printing but is subject to change. EIT is a Business Division of Te Pūkenga – New Zealand Institute of Skills and Technology. EIT reserves the right to amend/withdraw programmes or courses. Fees for 2025 will be set by November 2024 and are subject to change.

For the latest information, or for full programme entry requirements visit [eit.ac.nz](http://eit.ac.nz) or phone 0800 22 55 348.