

## Typical costs for a programme

The following is an estimate of costs and would depend on a number of factors including the number of delegates, length of the programme, customisations of the programme, number of site visits and/or tourist activities included.

### Programme costs (up to 25 people):

**NZ\$5,000** (US\$4,000) to **NZ\$12,000** (US\$9,600) per day total (including all teaching, administration, course materials, and travel to and from site visits).

### Accommodation costs:

**NZ\$50** (US\$40) per night per person (shared student accommodation) to **NZ\$200** (US\$160) per night (hotel)

### Meals:

Full catering: **NZ\$83** (US\$66) per person per day

Course catering only: (morning tea, lunch and afternoon tea) **NZ\$33** (US\$26) per person per day,

Self-catering: (cook and purchase own food from supermarket) **NZ\$30-\$60** (US\$24-\$48) per person per day

### Tourist Activities:

At cost

## Find out more

Contact one of our programme advisors to discuss your programme needs.



**Tania McGowan**, Senior Programme Advisor  
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 04-463 6561



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Or find out more about customised programmes on our website  
[www.victoria.ac.nz/pedshortcourses/customised](http://www.victoria.ac.nz/pedshortcourses/customised)

# International Short Courses

Victoria Professional and Executive Development



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Victoria University Professional and Executive Development  
 PO Box 600, Wellington 6140

# International Executive Short Courses and Programmes at Victoria University of Wellington

*Come to New Zealand's capital city university to learn from the best academics and practitioners.*

## Customised programmes

Victoria University works with international institutions, organisations and governments to offer short course programmes to international groups in New Zealand and in your home country.

We customise our programmes to our client's requirements. A typical programme:

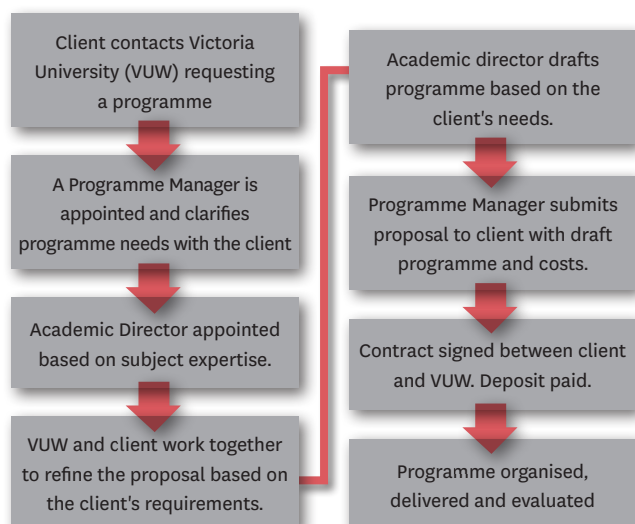
- is 2 weeks in length (10 teaching days)
- 15-25 participants
- includes a morning academic teaching session and afternoon practical sessions eg. site visits, visiting speakers, workshops.
- includes tourist activities
- costs from US\$5000/day (plus accommodation, food and tourist activity fees).

## Programme content

We offer programmes on a wide range of subject areas that draw from the University's expertise including:

- leadership and management
- government and public sector (including e-government, tourism, public sector reform, policing, finance, performance, security and strategy etc.)
- tourism
- public sector reform
- policing
- security and strategy
- science and environment
- education

## Programme development and implementation process



## Development and organisation of the programme

Each international programme is appointed with a Programme Manager and an Academic Director.

The **Academic Director** is responsible for designing the academic programme and ensuring the teaching staff and contributors provide the appropriate content at a high standard. They are also responsible for ensuring the continuity between the sessions.

The **Programme Manager** is responsible for the relationship between the client and Victoria University including: all communications, proposals, contracting, project management, logistics and administration of the programme.

## Certification and assessment

Participants receive a 'Victoria University Certificate of Attendance'.

The short courses are not assessed and do not carry formal university credits.

## Facilities and services

Victoria University can provide a range of facilities and services including:

- teaching facilities in downtown Wellington
- wireless internet access in teaching facilities
- a range of accommodation options: student apartments, serviced apartments (shared or single), hotel accommodation.
- catering (options include - all meals provided, some meals provided or self-catering options)
- transport to and from the airport, University and site visits
- tourist activities
- social, cultural and networking events
- a graduation ceremony.