



Degree and Graduate Diploma Graduation Application Form

**NOTE: THIS FORM IS ONLY FOR STUDENTS WHO HAVE COMPLETED A PROGRAMME AND WISH TO GRADUATE
YOU WILL NEED TO COMPLETE A SEPARATE FORM TO ATTEND A
GRADUATION CEREMONY**

Name: **Student ID:**

Address:

.....

Phone:

I hereby apply to Graduate with: (Please tick the appropriate boxes)

HV4508 Bachelor of Applied Management Level 7 (360 Credits)

- Bachelor of Applied Management (no Major)
- Accounting Major
- Event Management Major
- Food and Beverage Management Major
- Hotel Management Major
- Hospitality Management Major
- Human Resource Management Major
- Sales and Marketing Major
- Strategic Management Major
- _____ and _____ Double Major

HV4509 Graduate Diploma in Applied Management Level 7 (120 Credits)

- Accounting Strand
- Event Management Strand
- Food and Beverage Management Strand
- Hotel Management Strand
- Hospitality Management Strand
- Human Resource Management Strand
- Sales and Marketing Strand
- Strategic Management Strand

HV4490 Graduate Diploma in Management Level 7 (120 Credits)

- Organisational Development Strand
- Human Resource Strand
- Hospitality Strand

I have ticked the courses I have completed successfully in the tables overleaf.

Signed: **Date:**

<p>For Office Use Only: Academic record has been cited and verified as accurate by approving academic staff.</p> <p>Approved:..... Date:</p>

HV4508 Bachelor of Applied Management Level 7

ACCOUNTING MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6203	Intermediate Financial Accounting	15	
AM6204	Intermediate Management Accounting	15	
AM6205	Taxation in NZ	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7302	Advanced Financial Accounting	15	
AM7303	Advanced Management Accounting	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

EVENT MANAGEMENT MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6212	Project Management	15	
AM6213	Event Logistics	15	
AM6214	Event Planning and Management	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7310	Event Marketing and Sponsorship	15	
AM7311	Event Project	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

HV4508 Bachelor of Applied Management Level 7

FOOD AND BEVERAGE MANAGEMENT MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6215	Catering Events Management	15	
AM6216	Food and Beverage Operations	15	
AM6217	Services Marketing Management	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7312	Contemporary Issues in the Food and Beverage Industry	15	
AM7308	Strategic Management	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

HOTEL MANAGEMENT MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6218	Facilities Management	15	
AM6219	Rooms Division Operations Management	15	
AM6217	Services Marketing Management	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7313	Contemporary Issues in the Hotel Industry	15	
AM7308	Strategic Management	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

HV4508 Bachelor of Applied Management Level 7

HUMAN RESOURCE MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6220	Industrial Relations	15	
AM6221	Human Resources	15	
AM6208	Organisational Behaviour	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7314	Advanced Human Resource Management	15	
AM7315	Contemporary Issues in Human Resource	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

SALES AND MARKETING MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6227	Consumer Behaviour	15	
AM6228	Market Development and Sales	15	
AM6229	Marketing Planning and Control	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7320	International Marketing	15	
AM7321	Strategic Marketing	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

HV4508 Bachelor of Applied Management Level 7

STRATEGIC MANAGEMENT MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
AM6207	Principles of Leadership	15	
<i>Choose two of the following:</i>			
AM6224	Strategic Planning for Small Business	15	
AM6217	Services Marketing Management	15	
AM6221	Human Resources	15	
AM6226	Introduction to Finance	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
AM7308	Strategic Management	15	
<i>Choose one of the following:</i>			
AM7323	Business and Society	15	
AM7314	Advanced Human Resource Management	15	
AM7309	Business Transformation and Change	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

HOSPITALITY MANAGEMENT MAJOR

Level 5		Credits	✓
AM5101	Business Computing	15	
AM5102	Business Heritage, Culture and Sustainability	15	
AM5103	Commercial Law	15	
AM5104	Economics	15	
AM5105	Introduction to Accounting	15	
AM5106	Introduction to Marketing	15	
AM5107	Management	15	
AM5108	Professional Communication	15	
Total		120	
Level 6		Credits	✓
AM6201	Applied Management	15	
AM6202	Research Methodology	15	
HM6000	Food and Beverage Operations Management	15	
HM6001	Front Office Operations Management	15	
<i>Choose one from the following:</i>			
AM6213	Event Logistics	15	
AM6227	Consumer Behaviour	15	
AM6208	Organisational Behaviour	15	
AM6212	Project Management	15	
AM6224	Strategic Planning for Small Business	15	
<i>3 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L6)</i>			
		15	
		15	
		15	
Total		120	
Level 7		Credits	✓
AM7301	Co-operative Education Project	60	
HM7002	Food and Beverage Management	15	
HM7001	Accommodation and Facilities Management	15	
<i>2 elective (L5, 6, 7) courses; or 2nd Major compulsory courses (L7)</i>			
		15	
		15	
Total		120	
Total Credits		360	

HV4509 Graduate Diploma in Applied Management

Accounting Strand		Credits	✓
AM6203	Intermediate Financial Accounting	15	
AM6204	Intermediate Management Accounting	15	
AM6205	Taxation in NZ	15	
AM7302	Advanced Financial Accounting	15	
AM7303	Advanced Management Accounting	15	
AM7331	Industry Project	45	

Food & Beverage Management Strand		Credits	✓
AM6215	Catering Events Management	15	
AM6216	Food and Beverage Operations	15	
AM6217	Services Marketing Management	15	
AM7312	Contemporary Issues in the F&B Industry	15	
AM7308	Strategic Management	15	
AM7331	Industry Project	45	

Human Resource Management Strand		Credits	✓
AM6220	Industrial Relations	15	
AM6221	Human Resources	15	
AM6208	Organisational Behaviour	15	
AM7314	Advanced Human Resource Management	15	
AM7315	Contemporary Issues in Human Resource	15	
AM7331	Industry Project	45	

Strategic Management Strand		Credits	✓
AM6207	Principles of Leadership	15	
AM6224	Strategic Planning for Small Business	15	
AM6217	Services Marketing Management	15	
AM7323	Business and Society	15	
AM7308	Strategic Management	15	
AM7331	Industry Project	45	

Event Management Strand		Credits	✓
AM6212	Project Management	15	
AM6213	Event Logistics	15	
AM6214	Event Planning and Management	15	
AM7310	Event Marketing and Sponsorship	15	
AM7311	Event Project	15	
AM7332	Industry Internship	45	

Hotel Management Strand		Credits	✓
AM6218	Facilities Management	15	
AM6219	Rooms Division Operations Management	15	
AM6217	Services Marketing Management	15	
AM7313	Contemporary Issues in the Hotel Industry	15	
AM7308	Strategic Management	15	
AM7331	Industry Project	45	

Sales and Marketing Strand		Credits	✓
AM6227	Consumer Behaviour	15	
AM6228	Market Development and Sales	15	
AM6229	Marketing Planning and Control	15	
AM7320	International Marketing	15	
AM7321	Strategic Marketing	15	
AM7331	Industry Project	45	

Hospitality Management Strand		Credits	✓
HM6000	Food and Beverage Operations Management	15	
HM6001	Front Office Operations Management	15	
HM7002	Food and Beverage Management	15	
HM7001	Accommodation and Facilities Management	15	
AM7331	Industry Project	45	
<i>Choose one from the following:</i>			
AM6213	Event Logistics	15	
AM6227	Consumer Behaviour	15	
AM6208	Organisational Behaviour	15	
AM6212	Project Management	15	
AM6224	Strategic Planning for Small Business	15	

HV4490 Graduate Diploma in Management Level 7

Organisational Development Strand		Credits	√
COMPULSORY			
*BM5001	Business Studies in New Zealand	15	
BM6001	Business Intelligence and Analytics	15	
BM6003	Leadership	15	
BM7001	Strategic Management	15	
BM7002	Advanced Organisational Behaviour	15	
BM7005	Financial Management	15	
BM7007	Change Management	15	
Elective: 1 of the following			
BM7003	Strategic Marketing Management	15	
BM7004	Strategic Human Resource Management	15	
BM7006	Global Issues in HRM	15	
BM7008	Services Management	15	
BM7009	Contemporary Issues	15	
Total credits		120	

Human Resources Strand		Credits	√
*BM5001	Business Studies in New Zealand	15	
BM6003	Leadership	15	
BM6004	Employment Relations	15	
BM7002	Advanced Organisational Behaviour	15	
BM7004	Strategic Human Resource Management	15	
BM7006	Global Issues in HRM	15	
Elective: 2 of the following			
BM7001	Strategic Management	15	
BM7003	Strategic Marketing Management	15	
BM7005	Financial Management	15	
BM7007	Change Management	15	
BM7008	Services Management	15	
BM7009	Contemporary Issues	15	
Total credits		120	

Hospitality Strand		Credits	√
COMPULSORY			
*BM5001	Business Studies in New Zealand	15	
BM6001	Business Intelligence and Analytics	15	
BM6002	Project Management	15	
BM7001	Strategic Management	15	
BM7004	Strategic Human Resource Management	15	
BM7005	Financial Management	15	
BM7008	Services Management	15	
Elective: 1 of the following			
BM7002	Advanced Organisational Behaviour	15	
BM7003	Strategic Marketing Management	15	
BM7006	Global Issues in HRM	15	
BM7007	Change Management	15	
BM7009	Contemporary Issues	15	
Total credits		120	

**BM5001 Business Studies in New Zealand is compulsory for international students and others who lack a grounding in business or management studies. Students who do not take this are required to have two electives*

Return form to:
 Business Administrator
 School of Business and Information Technology
 Wellington Institute of Technology
 Private Bag 39803
 Wellington