

## Instructions for how to get a copy of your Overseas Results Notice

Foreign fee-paying students studying NCEA can get a copy of their results as an Overseas Result Notice. You can use this when applying for recognition of your New Zealand school results in your home country.

### Step 1

Log in to the Learner Home page, to do this you need your NSN and password/PIN:  
<https://secure.nzqa.govt.nz/for-learners/records/login.do>

If you have not logged on before you need to register before you can access your overseas results notice. To register you need your NSN, date of birth and email address. Click on the onscreen prompts to register.

After logging in you will be taken to the “My School Entries and Results” page (see Step 2).

**NZQA**  
NEW ZEALAND QUALIFICATIONS AUTHORITY  
MANA TOHU MĀTAURANGA O AOTEAROA

SITE MAP | CONTACT US | LOGIN ▶

HOME | STUDYING IN NEW ZEALAND | QUALIFICATIONS & STANDARDS | MĀORI | PROVIDERS & PARTNERS | ABOUT US | SEARCH

Home > For learners > Learner home > Learner login

**LEARNER LOGIN**

Learner home  
Tertiary / Workplace learners

**Learner login**

You will require your National Student Number (NSN) **and** password or PIN to log in. If you have **not** logged in before, you must **register** first to generate a password.

**National Student Number**

**Password / PIN**

**National Student Number (NSN)**

If you have not got your NSN, and you are at school please contact them, otherwise phone 0800 697 296 or email **Call Centre HelpDesk** during business hours. Note: school learners were sent their NSN as part of their candidate information packs.

**Password problems?**

**Not logged in before?** You must **register** first to generate a password.

**Forgotten your password?** Have a new one **emailed** to you.

**PIN**

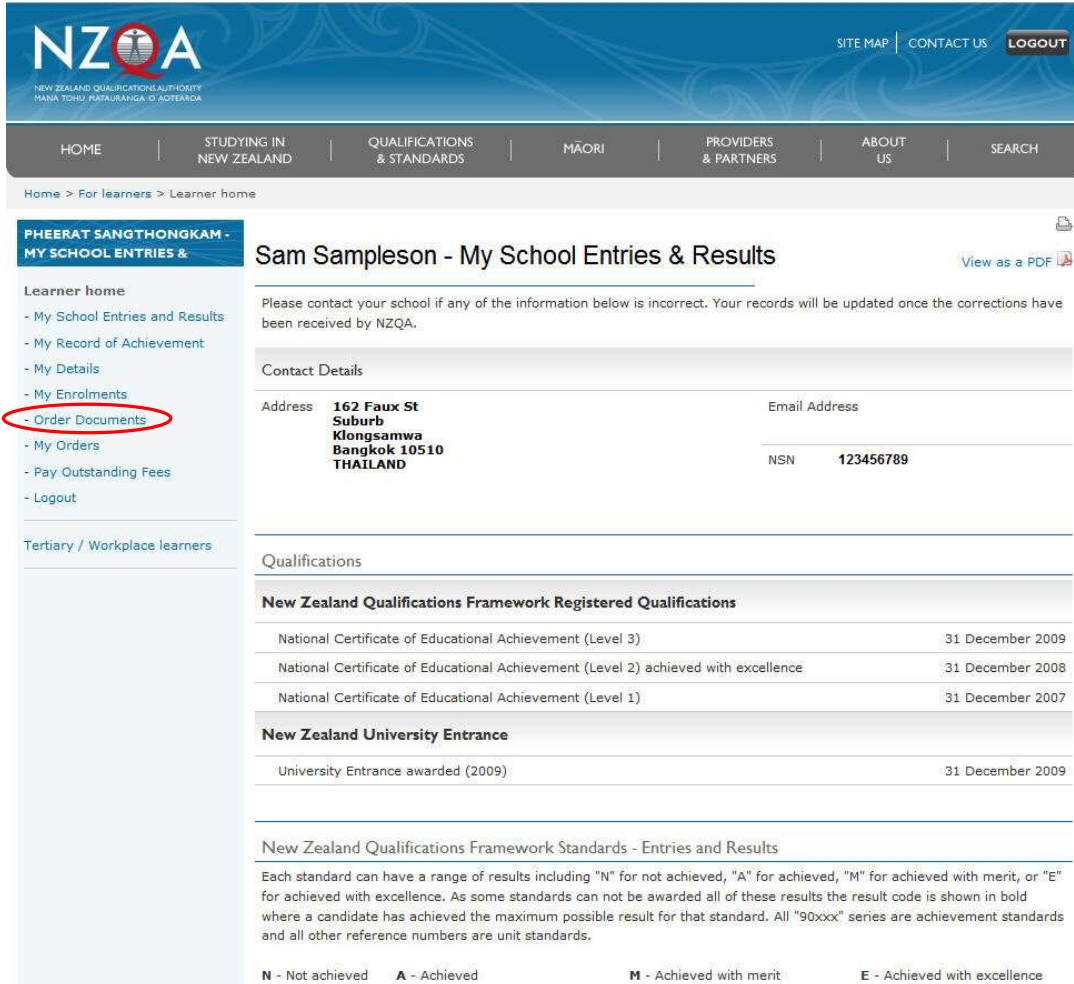
If you already have a PIN, you can still use that PIN to login and register (or) you can register your own password.

**Record of Achievement, NCEA and other National Certificates**

[View more information](#)

## Step 2

From the “My School Entries and Results” page, click “Order Documents” from the sidebar menu, this will take you to the “Order Documents” page (see Step 3)



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SITE MAP | CONTACT US | LOGOUT

HOME | STUDYING IN NEW ZEALAND | QUALIFICATIONS & STANDARDS | MĀORI | PROVIDERS & PARTNERS | ABOUT US | SEARCH

Home > For learners > Learner home

**PHEERAT SANGTHONGKAM - MY SCHOOL ENTRIES & RESULTS**

Learner home

- My School Entries and Results
- My Record of Achievement
- My Details
- My Enrolments
- Order Documents**
- My Orders
- Pay Outstanding Fees
- Logout

Tertiary / Workplace learners

### Sam Sampleson - My School Entries & Results

[View as a PDF](#)

Please contact your school if any of the information below is incorrect. Your records will be updated once the corrections have been received by NZQA.

#### Contact Details

Address	<b>162 Faux St Suburb Klongsamwa Bangkok 10510 THAILAND</b>	Email Address	
		NSN	<b>123456789</b>

#### Qualifications

##### New Zealand Qualifications Framework Registered Qualifications

National Certificate of Educational Achievement (Level 3)	31 December 2009
National Certificate of Educational Achievement (Level 2) achieved with excellence	31 December 2008
National Certificate of Educational Achievement (Level 1)	31 December 2007

##### New Zealand University Entrance

University Entrance awarded (2009)	31 December 2009
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#### New Zealand Qualifications Framework Standards - Entries and Results

Each standard can have a range of results including "N" for not achieved, "A" for achieved, "M" for achieved with merit, or "E" for achieved with excellence. As some standards can not be awarded all of these results the result code is shown in bold where a candidate has achieved the maximum possible result for that standard. All "90xxx" series are achievement standards and all other reference numbers are unit standards.

**N** - Not achieved    **A** - Achieved    **M** - Achieved with merit    **E** - Achieved with excellence

### Step 3

Click “Download your Overseas Results Notice”, you will be prompted to open or save your Overseas Results Notice (see Step 4)

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HOME | STUDYING IN NEW ZEALAND | QUALIFICATIONS & STANDARDS | MĀORI | PROVIDERS & PARTNERS | ABOUT US | SEARCH

Home > For learners > Learner home > Learner Documents

#### LEARNER DOCUMENTS

- Learner home
- My School Entries and Results
- My Record of Achievement
- My Details
- My Enrolments
- Order Documents
- My Orders
- Pay Outstanding Fees
- Logout

Tertiary / Workplace learners

Selection > Delivery Details > Confirmation > Completion

### Order Documents: Sam Sampleson

NSN:123456789

Documents

Please make a selection

Select	Document Name	Date Awarded	Last Ordered	Cost	No of Copies
<input type="checkbox"/>	National Certificate of Educational Achievement (Level 1)	9 Apr 2008		\$15.00	1
<input type="checkbox"/>	National Certificate of Educational Achievement (Level 2)	17 Apr 2009		\$15.00	1
<input type="checkbox"/>	National Certificate of Educational Achievement (Level 3)	6 Apr 2010		\$15.00	1
<input type="checkbox"/>	University Entrance (2009)	6 Apr 2010		\$15.00	1
<input type="checkbox"/>	Record of Achievement Also available online. View your <a href="#">Record of Achievement</a>	n/a		\$15.00	<input type="text" value="1"/>
<input type="checkbox"/>	School Results Summary Intended for school leavers Also available online. View your <a href="#">School Results Summary</a> View a <a href="#">sample</a>	n/a		\$15.00	<input type="text" value="1"/>

We expect the items you have ordered to be dispatched within 10 working days

As a foreign fee paying learner, you are entitled to view your **Overseas Results Notice**.

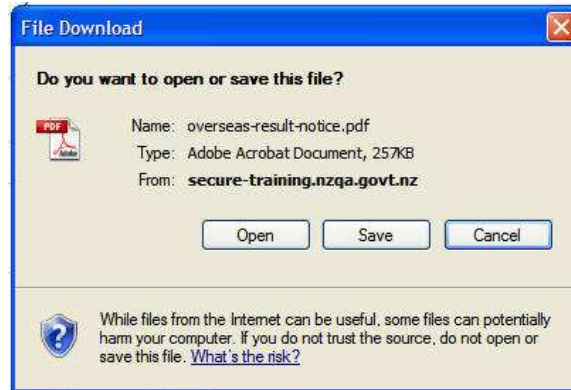
[Download your Overseas Results Notice](#)

[Return to Learner Home](#) 'Next' to confirm delivery details

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## Step 4

Choose to Open or Save your Overseas Result Notice. If you click Open your Overseas Result Notice will display on screen, if you click Save you will have saved a copy onto your computer. You can then print your Overseas Result Notice.



## Example of an Overseas Result Notice

**NZQA**  
NEW ZEALAND QUALIFICATIONS AUTHORITY  
MANA TOHU HATAURANGA O ADITEARANGA  
NSN: 123456789  
Issued: 8 September 2010

**Sam Sampleson**  
162 Faux St  
Suburb  
Klongsamwa  
Bangkok 10510

Dear Sam Sampleson

This is your Qualification and Achievement Summary and your Subject Credit Summary.

**Qualification and Achievement Summary**

Qualification	Date Achieved
New Zealand Qualifications Framework Registered Qualifications	
National Certificate of Educational Achievement (Level 3)	31/12/2009
National Certificate of Educational Achievement (Level 2) achieved with excellence	31/12/2009
National Certificate of Educational Achievement (Level 1)	31/12/2007
New Zealand University Entrance	
University Entrance	31/12/2009

For a detailed explanation of the eligibility requirements for these qualifications please visit [www.nzqa.govt.nz](http://www.nzqa.govt.nz)

**Subject Credit Summary**

	Level 1				Level 2				Level 3+				Total
	N	A	M	E Total	N	A	M	E Total	N	A	M	E Total	
Business Administration					10	8		18					18
Chemistry	14			14	3	9	4	16	21	17	2		40
English	5			5	4	9		13	9	11	9		33
Graphics and Design	6	5	6	17									17
Languages	10			10	5	15		20	15	10			45
Mathematics	24			24	15	7		22	3	17	4		44
Physics	10			10									10
Science	12	2	4	18									18
Social Science Studies					3			3					3
Visual Arts	3			3					6	42	48		54
<b>Total</b>	<b>67</b>	<b>10</b>	<b>26</b>	<b>103</b>	<b>56</b>	<b>17</b>	<b>59</b>	<b>132</b>	<b>42</b>	<b>10</b>	<b>28</b>	<b>80</b>	<b>396</b>

N - not achieved A - achieved M - achieved with merit E - achieved with excellence

Yours sincerely  
  
Dr Karen Poutasi  
Chief Executive  
New Zealand Qualifications Authority