Quick Guide
Previously Completed Qualifications App

This app allows you to see if a learner has completed a specific qualification by entering the learner NSN and qualification code. The app will check Single Data Return (SDR) data for a matching NSN and qualification code starting with 'NZ'.

In this app, you can

- Look up a learner NSN and qualification code to see when the learner completed the qualification.

Things to note

- Data is available from 2015.
- Only qualification codes starting with 'NZ' are searchable.
- There is no functionality to search for NSN or qualification codes to get a list of learners. Only by entering a valid NSN and qualification code combination will information be displayed.

Information provided by each sheet

This sheet displays qualification completion records for a particular learner NSN and qualification code. The table shows:
- NSN
- Master NSN
- TEO
- Completed qualification code
- Completed qualification title
- Qualification completion year
- Family name initial
- First given name initial

Data Definitions

Take a look at the data definitions sheet in the app for more information on the following fields:

- Completed qualification year
- National Student Number (NSN)
- TEO

For support contact TEC Customer Contact: phone 0800 601 301 or email: customerservice@tec.govt.nz

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