



## **University Policy**

### **Purpose**

To detail the commitment of the University to recognising and promoting Te Reo Māori as an official language of New Zealand and its use in the teaching, learning and assessment activities of the University

### **Policy**

The University recognises and promotes the use of Te Reo Māori by its staff and students in appropriate teaching, learning and assessment contexts and participates in programmes and activities that relate to the retention, transmission and development of the language and its use.

### **Audience**

All members of the University.

### **Relevant legislation**

The Māori Language Act 1987  
Statute for the Degree of Doctor of Philosophy

### **Legal compliance**

Not applicable.

### **Related procedures**

#### **The use of Māori for assessment purposes**

The University endorses the right of its students with an appropriate level of language fluency to use te reo Māori in course assessments, both for coursework and examinations. It ensures that competent staff are available to assess work submitted either fully or partially in te reo Māori. Ideally such staff are competent in both te reo and the subject matter of the course.

For courses taught in te reo Māori coursework and examinations will be assessed in te reo Māori.

A student may not use te reo Māori for coursework or examinations where

- A course is taught fully or partly in a language other than English or Māori and the course requires students to demonstrate their knowledge and understanding in that language, or
- Where knowledge and understanding in the English language is central to the objectives of all or part of the course.

Where courses are not taught in te reo Māori, students who intend to present all or part of an examination or course work in te reo Māori are required to give notice in writing to the course coordinator (or appropriate person) in the relevant Faculty or Department. This notice is intended to allow the University time to make suitable arrangements for marking including translation and external assessment. This notice should be given within the first week of the semester or the first week of the quarter in which the course is being taught. If inadequate notice is given assessment tasks presented in Māori will still be marked. However, processing may be delayed and the opportunity to have the writing marked in te reo Māori may be reduced.

The University will endeavour to make the results of an examination or coursework presented in te reo Māori available to the candidate within the ordinary time-frame. However, students should be aware that owing to the process of translation delays in returning coursework may occur.

In the event that a suitable person is not available to assess the work in te reo Māori a certified translator will be recommended by the Māori Language Advisory Group in consultation with the office of Pro Vice Chancellor, Māori. It is the intent of the University that a translator be used only when reasonable efforts to find a competent examiner or co-examiner capable of assessing the work have been exhausted. The translator may seek clarification from the examiner or course co-ordinator if ambiguities occur in the script but he/she must not correct errors in the original script or make any embellishments.

If the coursework and/or examination script are to be externally assessed, the external institution undertaking the assessment will be requested to indicate whether an assessor is available to assess the work in te reo Māori. If not, a translation will be sought as above.

The student's use of language shall not be improved in the process of translation by the correction of errors or improvement of sentence structure.

It may be necessary for students to provide a glossary of technical terms to assist the translator. They will be required to prepare this in advance in consultation with their examiner.

Te reo Māori may be used in an oral assessment only when all key participants have the appropriate fluency in te reo.

Presentation of the PhD in te reo Māori is governed by the Statute for the Degree of Doctor of Philosophy.

This policy will be made available to all students and staff through a communications plan developed within the Office of the Vice-Chancellor (Māori).

### **Te Reo Māori Advisory Group**

A Māori Language Advisory Group, a sub committee of the Rūnanga, will advise on the appropriate usage of te reo Māori within the University to ensure that a consistent approach is adopted by Faculties and Service Divisions across all campuses in the use of Māori language. Although the Group will not have a direct role in teaching and research programmes it may identify issues and opportunities for consideration and will advise on translation services as above.

The Advisory Group will report to the Rūnanga and will include staff members, representative of Faculties and Service Divisions across all campuses, who are able to advise on the use of te reo Māori.