



# Master of Technological Futures

## Programme Handbook

*Valid for all intakes starting in 2021.*

This student handbook provides applicants with an introduction to Tech Futures Lab<sup>1</sup> and the Master of Technological Futures<sup>2</sup> ('Programme'). It outlines the expectations and requirements of the Programme. A more detailed version of this handbook will be provided to all students upon enrolment.

The Mind Lab and Tech Futures Lab	5
Master of Technological Futures	6
Application for admission to the Programme	6
Eligibility	6
Admission	7
Verification of Enrolment	7
Fees, Scholarships and Discounts	8
Tuition Fees	8
Scholarships	8
Programme Information	9
Programme Structure and Attendance Requirements	10
Programme Calendar	12
Resources Required for Study	19
Assessment	19
Assessment Strategy	19
Assessment Outcomes	20
Te Reo Māori and New Zealand Sign Language	20
Special Assessment Circumstance (SAC)	20
Tech Futures Lab Staff	21
Student Support and Wellbeing	21
Important Student Information	22
Appendix 1	24

<sup>1</sup> Tech Futures Lab is an education facility of The Mind Lab. The Mind Lab is a Private Training Establishment (PTE) registered by the Tertiary Education Commission (TEC) to deliver [qualifications approved](#) by the New Zealand Qualifications Authority (NZQA) under the provision of the Education Act 1989. All policies and procedures of The Mind Lab also apply to Tech Futures Lab. Terms and Conditions, Policies and Declarations that relate to The Mind Lab also relate to Tech Futures Lab unless expressly stated otherwise.

<sup>2</sup> Kua whakamanahia tenei akoranga e Te Mana Tahu Matauranga o Aotearoa i raro i te wahanga 249 o te Ture Matauranga 1989, a, kua whakamanahia The Mind Lab Limited Partnership ki te whakarato i taua akoranga i raro i te wahanga 250 o te Ture. This programme is approved by the New Zealand Qualifications Authority under section 249 of the Education Act 1989, The Mind Lab Limited Partnership is accredited to provide it under section 250 of the Act.

## The Mind Lab and Tech Futures Lab

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[The Mind Lab](#) is a specialist education provider dedicated to enhancing contemporary practice, digital fluency and change in education across New Zealand. The Mind Lab is committed to helping implement contemporary practice in the teaching profession by reflecting new theoretical and practical frameworks of contemporary education.

Tech Futures Lab is a subsidiary of The Mind Lab. Established in 2016, Tech Futures Lab helps professionals and organisations to adapt, learn, lead and succeed in a fast-changing world. Tech Futures Lab was built on the vision of building business success and personal capability in New Zealand, to turn emerging opportunities into impactful realities, to advance and develop business capability, and to positively impact the economy, the environment, and communities for a brighter future.

At The Mind Lab and Tech Futures Lab, a kaupapa Māori approach ensures that students, facilitators, practitioners, and researchers have the community and their colleagues at the heart of their professional practice, study and research. Positive relationships between people and places are at the center of our philosophy and values for teaching and learning. As an institution, the following organisational kaupapa Māori values drive our practice:

- Manaaki: that learners are interconnected with The Mind Lab teaching and learning community during their study
- Rangatiratanga: Leadership, accountability, agency and authority
- Ako: our way of reciprocal teaching and learning
- Pono: truth, honesty, integrity and transparency

## Master of Technological Futures

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The Master of Technological Futures Programme is an accelerated programme designed for business professionals. Tech Futures Lab provides unparalleled access to industry experts operating at the intersection of business, technology, and professional development. Successful students will have an NZQA accredited, level 9 Master's degree.

The Programme is applied, which means learning is demonstrated through a real-world project that delivers actual business outcomes – not a written thesis. Being project-based means applicants minimise their time out of work, and the focus of their project is entirely up to the individual. The Programme is flexible to suit applicants' individual goals and aspirations. The skills and knowledge students acquire will transfer into future roles and businesses.

## Application for admission to the Programme

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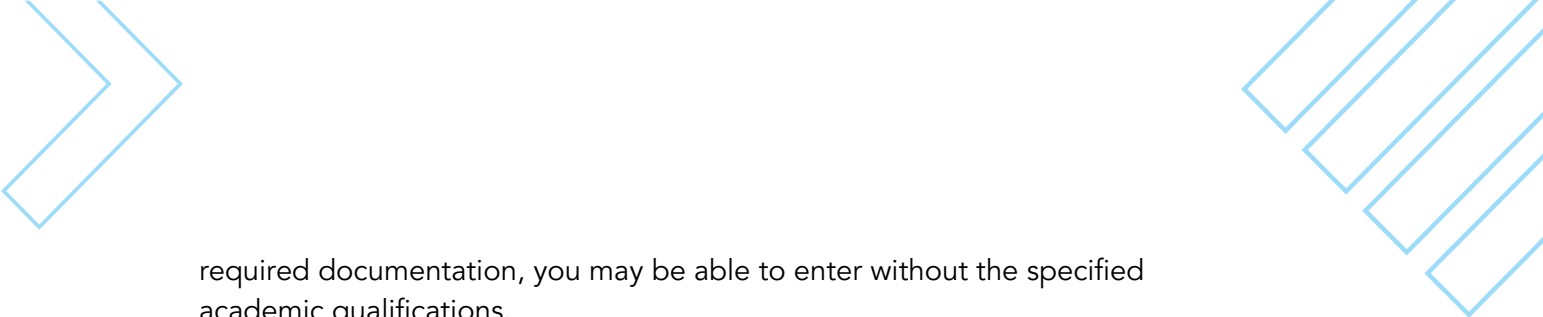
Applications to the Programme are made through the Tech Futures Lab [enrolments site](#). This is where all required details and documentation for enrolment are provided by applicants to be processed, and payment method selected.

### Eligibility

- A bachelor's degree or Level 7 Graduate Diploma (or higher) AND relevant professional and/or technical experience that demonstrates an ability and potential to succeed.  
OR
- Relevant professional and/or technical experience that demonstrates an ability and potential to succeed.

An applicant may be considered for special admission if they have:

- A graduate diploma qualification in the same or similar discipline, with a B grade average or better, and has a minimum of two years' appropriate work experience approved by the Programme Committee.  
OR
- Special Admission by successful Assessment of Prior Learning. This means that through demonstration of prior experience during the interview process and through other



required documentation, you may be able to enter without the specified academic qualifications.

## **Admission**

For admission into the Programme all applicants will be interviewed (which may include academic and industry representatives as appropriate).

The following admission criteria will be applied:

- Commitment to professional development and gaining a competitive advantage in relation to business disruption and transformation according to the values and strategic directions of their industry, profession and/or community.
- Experience in a technical, business and/or community transformation role.

After the interview, Tech Futures Lab will:

- Officially offer the applicant a place on the Programme, OR
- Decline the applicant's application, providing the reasons why and an opportunity to discuss this if they wish.

Following an applicant's official acceptance of the offer of a place on the Programme, and providing the required documentation is in order, the applicant will be enrolled as a student on the Programme.

## **Verification of Enrolment**

The Tech Futures Lab enrolments team will verify applications as they come through and request further information from applicants if required. Applicants will receive an email notification confirming their enrolment is complete.

## **Credit Recognition and Transfer and Assessment of Prior Learning**

The Mind Lab and Tech Futures Lab have robust processes for the recognition of learning and award of credit by formal, informal and non-formal learning. For example, professional experience can be assessed to determine eligibility to enter the programme (see eligibility above).

However, it is important to note that the award of credits via Assessment of Prior Learning or direct cross crediting of courses from other programmes does not usually apply to our work-based and highly-integrated programmes and courses. For instance, assessments are often integrated across courses. Applications will be assessed on a case-by-case basis. Please contact [info@techfutureslab.com](mailto:info@techfutureslab.com) for more information.

## Fees, Scholarships and Discounts

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This section of the Student Handbook outlines information about the Programme fees, scholarships that Tech Futures Lab provides, Studylink options and refund entitlements.

### Tuition Fees

The tuition fee for the Programme in 2021 is \$15,441 (incl. GST). The fee for the Programme is due 7 days prior to the advertised start date of the Programme.

The Mind Lab and Tech Futures Lab comply with NZQA's Student Fee Protection Rules which protect the interests of domestic and international students. The Mind Lab has a Standard Trust Account with the NZQA-approved fee protection supplier, Public Trust, that ensures the safe protection of student fees over the value of \$500. For further information see [The Mind Lab Student Fee Protection Policy and Procedures](#).

### Scholarships

Tech Futures Lab has scholarships available for applicants who identify as

- Māori
- Pacific

There are at least 2 scholarships available in each category per intake. These scholarships cover 50% of the full tuition fee. Applicants must be fully enrolled in order for their scholarship application to be considered. See our website or contact Tech Futures Lab at [admissions@techfutureslab.com](mailto:admissions@techfutureslab.com) for more information.

#### *Travel Scholarships*

Travel Scholarships of \$2,000 (incl. GST) for onsite intakes and \$500 (incl. GST) for blended online intakes are intended to support students from outside of Auckland (North of Whangarei, South of Waikato region and South Island) to study in the Master of Technological Futures. This is in recognition of the increased cost of travel in 2020 and other Covid-related impacts on individuals and families' ability to invest in study. Students who are based outside of Auckland as defined above can apply for the Travel Scholarship to cover the cost of attendance at face-to-face workshops held in Auckland. Please refer to the [terms and conditions page](#) prior to submitting an [application online](#).

## **Fees Free**

Depending on an applicant's study history, the Government's '[Fees Free](#)' scheme may be available to a student's study on the Programme. If an applicant is considering applying for Fees Free, we ask applicants to indicate this during the interview process or email [admissions@techfutureslab.com](mailto:admissions@techfutureslab.com). At this point the Tech Futures Lab enrolments team will provide applicants with their National Student Number and instructions so they are able to check their eligibility. Once eligibility for this scheme is confirmed by the Tertiary Education Commission, the enrolments team will action this against a student's application for the Programme.

If you receive Fees Free approval to study and then withdraw, you may lose your entitlement to Fees Free in subsequent years.

## **StudyLink Student Loan**

The process for applying can only be started once a student is fully enrolled in the Programme. To check eligibility for a Student Loan, or to apply for a Student Loan, students can visit [www.studylink.govt.nz](http://www.studylink.govt.nz).

Tech Futures Lab takes no responsibility for the approval or otherwise of an applicant's application for a student loan. A student enrolled on the Programme remains liable for the Programme fees in accordance with our Terms and Conditions and Fees Policy.

## **Refund Entitlements**

A student who has already enrolled in the Programme and decides to withdraw has different refund entitlements depending on when they withdraw.

At the time of application, students must agree to the [The Mind Lab Student Terms and Conditions](#) before we can process an enrolment into the Programme. These Terms and Conditions include all [withdrawal scenarios and refund entitlements](#) for the Master of Technological Futures. Some useful dates for consideration around enrolments, variations and withdrawals for the upcoming intakes are outlined in the table below.

Please see Key Enrolments Dates for each intake in Appendix 1 of this handbook.

## Programme Information

This section of the Student Handbook details important Programme information including structure, delivery, an academic calendar and any other important information about the Programme itself.

### Programme Structure and Attendance Requirements

The Master of Technological Futures is offered as a full-time and part-time programme, structured into two parts: the Immersion Phase and the Applied Learning Phase.

The Master of Technological Futures can be studied either Part Time or Full Time.

- The full-time pathway runs for 52 teaching weeks.
  - During the Immersion Phase, the time commitment is ~26 hours per week.
  - During the Applied Learning Phase, the time commitment is ~37.5 hours per week.
- The part-time pathway runs for 75 teaching weeks
  - During the Immersion Phase, the time commitment is ~26 hours per week.
  - During the Applied Learning Phase, the time commitment is ~18 hours per week.

During the Immersion Phase, both part-time and full-time students will be attending the same sessions and the same number of sessions. Through the applied learning phase, students will attend the same sessions, but a different number of sessions depending on the length of the courses (see below).

### The Immersion Phase

The immersion Phase is an intensive dive into the world of exponential technologies defining the future of work and business. This part of the Programme is held at the Tech Futures Lab teaching site (for face to face programmes), or live online (for online programmes).

### February 2021 Intake - Blended learning (facilitated online and onsite): (Part Time and Full Time)

- Sessions facilitated live online 8 hrs per week for 20 weeks and 3 full day face to face workshops
  - Monday & Tuesday - 10am-12pm
  - Wednesday & Thursday - 3pm -5pm



- Between 16-18 hrs per week of self directed learning which includes working on your assessments and researching your project interest area

#### June and October 2021 Intakes: Face to Face (Part Time and Full Time)

- On-site sessions will run from 9.00am-5.00pm for three days per month (Thursday, Friday and Saturday) for five months (20 weeks).
- Between 16-18 hrs per week of self directed learning which includes working on your assessments and researching your project interest area

Students are required to attend a minimum of 80% of scheduled sessions during the Immersion Phase. These expectations include meeting assessment dates, presenting and contributing to cohort presentations.

#### The Applied Learning Phase

The Applied Learning Phase is focused on developing, implementing, and researching a real-world project. A project plan is developed and driven by students along with guidance from a dedicated team of advisors. In the Applied Learning Phase students will focus on implementing their project and testing results. The Applied Learning Phase involves a lot of independent, self-directed work.

#### Part-time programme - February 2021 Blended learning (facilitated online and onsite):

- The total time spent on the Applied Learning Phase is 52 weeks.
- For the first 6 months (24 weeks) you will be required to attend 6 workshops (once per month) on Fridays from 9:30 - 4pm. You can choose to attend these online, or attend face-to-face in the lab in Auckland. See [Travel Scholarship](#) available for students outside of Auckland for support to attend face-to-face if you would like.
- Office Hour - 30 minutes per week (optional)
- Plus ongoing support with your advisor
- For the remaining 6 months (24 weeks), the average time commitment is 16-20 hours/week in self-directed study.

#### Full-time programme - February 2021 Blended learning (facilitated online and onsite):

- The total time spent on the Applied Learning Phase is 32 weeks.
- For the first 16 weeks you will be required to attend 4 workshops (once per month) on Fridays from 9:30 - 4pm. You can choose to attend these online, or attend face-to-face in the lab in Auckland. See [Travel Scholarship](#) available for students outside of Auckland for support to attend face-to-face if you would like.
- Office Hour - 30 minutes per week (optional)
- Plus ongoing support with your advisor

- For the remaining 16 weeks, the average time commitment is ~37.5 hours/week in self-directed study.

#### Part-time programme - June and October 2021 Intakes: Face to Face

- The total time spent on the Applied Learning Phase is 55 weeks.
- For the first 6 months (24 weeks) students spend 1 day/month (Friday) on site (9:30am to 4pm), with the remaining time spent in self-directed study to a total of 16-20 hours/week.
- For the remaining 6 months (24 weeks), the average time commitment is 16-20 hours/week in self-directed study.
- Office Hour - 30 minutes per week (optional)
- Plus ongoing support with your advisor

#### Full-time programme - June and October 2021 Intakes: Face to Face

- The total time spent on the Applied Learning Phase is 32 weeks.
- For the first 16 weeks students spend 1 day/month (Friday) on site (9:30am to 4pm), with the remaining time spent in self-directed study to a total of ~35 hours/week.
- For the remaining 16 weeks the average time commitment is ~37.5 hours/week in self-directed study.
- Office Hour - 30 minutes per week (optional)
- Plus ongoing support with your advisor

Students must also develop a working relationship with an advisor/advisors which normally includes at least fortnightly check-in meetings (online), monthly attendance at cohort 'Lightning Sessions', and the required assessment presentations.

### Course Information

All students will be enrolled in the following courses.

#### *Immersion Phase Courses:*

CISC8800 Applied Practice in Context, 15 credits, Level 8

CISC8801 Research and Community, 15 credits, Level 8

CISC8802 Research Question, 15 credits, Level 8

CISC8888 Project Plan, 15 credits, Level 8

*Note: These courses are taught simultaneously and credits are awarded with the summative assessment associated with CISC8888.*

*Project Phase Courses: Students can either be enrolled in Option A or B*

*Option A*  
CISC8830 30 credit Level 8  
Technological Futures Project (Phase 1)

CISC9890 90 credit Level 9  
Technological Futures Project (Phase 2)

*Option B*  
CISC8875 75 credit Level 8  
Technological Futures Project (Phase 1)

CISC9845 45 credit Level 9  
Technological Futures Project (Phase 2)

## Programme Calendar

Blended February Part Time & Full Time 2020 Programme Key Dates																							
<p><b>Immersion Phase</b> 22.02.2021 - 11.07.2021</p>	<p>2 hour Live online sessions per day, 4 days per week</p> <ul style="list-style-type: none"> <li>Monday &amp; Tuesday - 10am-12pm</li> <li>Wednesday &amp; Thursday - 3pm -5pm</li> </ul> <p>3 x Full day face to face workshops at the lab 9am -5pm (see dates below)</p> <table border="1"> <tbody> <tr> <td>Week 1</td> <td>2 x Full day face to face workshops 25.02.21 &amp; 26.02.21</td> </tr> <tr> <td>Week 2</td> <td>01.03.21, 02.03.21, 03.03.21 &amp; 04.03.21</td> </tr> <tr> <td>Week 3</td> <td>08.03.21, 09.03.21, 10.03.21 &amp; 11.03.21</td> </tr> <tr> <td>Week 4</td> <td>15.03.21, 16.03.21, 17.03.21 &amp; 18.03.21</td> </tr> <tr> <td>Week 5</td> <td>22.03.21, 23.03.21, 24.03.21 &amp; 25.03.21</td> </tr> <tr> <td>Week 6</td> <td>29.03.21, 30.03.21, 31.03.21 &amp; 01.04.21</td> </tr> <tr> <td>Week 7</td> <td>06.04.21, 07.04.21 &amp; 08.04.21</td> </tr> <tr> <td>Week 8</td> <td>12.04.21, 13.04.21, 14.04.21 &amp; 15.04.21</td> </tr> <tr> <td>Week 9</td> <td>19.04.21, 20.04.21, 21.04.21 &amp; 22.04.21</td> </tr> <tr> <td>Week 10</td> <td>27.04.21, 28.04.21 &amp; 29.04.21</td> </tr> <tr> <td>Week 11</td> <td>03.05.21, 04.05.21, 05.05.21 &amp; 06.05.21</td> </tr> </tbody> </table>	Week 1	2 x Full day face to face workshops 25.02.21 & 26.02.21	Week 2	01.03.21, 02.03.21, 03.03.21 & 04.03.21	Week 3	08.03.21, 09.03.21, 10.03.21 & 11.03.21	Week 4	15.03.21, 16.03.21, 17.03.21 & 18.03.21	Week 5	22.03.21, 23.03.21, 24.03.21 & 25.03.21	Week 6	29.03.21, 30.03.21, 31.03.21 & 01.04.21	Week 7	06.04.21, 07.04.21 & 08.04.21	Week 8	12.04.21, 13.04.21, 14.04.21 & 15.04.21	Week 9	19.04.21, 20.04.21, 21.04.21 & 22.04.21	Week 10	27.04.21, 28.04.21 & 29.04.21	Week 11	03.05.21, 04.05.21, 05.05.21 & 06.05.21
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<p><b>Applied Learning Phase (Part Time)</b></p> <p>Option A Phase 1 02.08.2021 - 24.10.2021</p> <p>Option A Phase 2 08.11.2021 - 31.07.2022</p> <p>Option B Phase 1 02.08.2021 - 30.01.2022</p> <p>Option B Phase 2 14.02.2022 - 31.07.2022</p> <p><b>Applied Learning Phase (Full Time)</b></p> <p>Option A Phase 1 19.07.2021 - 12.09.2021</p> <p>Option A Phase 2 20.09.2021 - 13.02.2022</p> <p>Option B Phase 1 19.07.2021 - 28.11.2021</p> <p>Option B Phase 2 06.12.2021 - 13.02.2022</p>	<p><i>Days online during Applied Learning Phase</i></p> <p>Block One 06.08.2021</p> <p>Block Two 03.09.2021</p> <p>Block Three 01.10.2021</p> <p>Block Four 05.11.2021</p> <p>Block Five 03.12.2021</p> <p>Block Six 21.01.2021</p>																		

<b>Assessment Dates<sup>3</sup></b>	
<i>Assessment 1 Report due</i> <i>Assessment 1 Presentations</i>	23.03.2021 30.03.2021, 31.03.2021, 01.04.2021
<i>Assessment 2 Report due</i> <i>Assessment 2 Presentations</i>	27.04.2021 04.05.2021, 05.05.2021, 06.05.2021
<i>Assessment 3 Report due</i> <i>Assessment 3 Presentations</i>	25.05.2021 01.06.2021, 02.06.2021, 03.06.2021
<i>Assessment 4 Report due</i> <i>Assessment 4 Presentations</i>	28.06.2021 05.07.2021, 06.07.2021, 07.07.2021, 08.07.2021
<i>Option A Phase 1 Report due</i> <i>Option A Phase 1 (Part Time)</i> <i>Presentations</i>	13.10.2021 20.10.2021, 21.10.2021
<i>Option A Phase 2 Report due</i> <i>Option A Phase 2 (Part Time)</i> <i>Presentations</i>	20.07.2022 27.07.2022, 28.07.2022
<i>Option B Phase 1 Report due</i> <i>Option B Phase 1 (Part Time)</i> <i>Presentations</i>	19.01.2022 26.01.2022, 27.01.2022
<i>Option B Phase 2 Report due</i> <i>Option B Phase 2 (Part Time)</i> <i>Presentations</i>	20.07.2022 27.07.2022, 28.07.2022
<i>Option A Phase 1 Report due</i> <i>Option A Phase 1 (Full Time)</i> <i>Presentations</i>	01.09.2021 08.09.2021, 09.09.2021
<i>Option A Phase 2 Report due</i> <i>Option A Phase 2 (Full Time)</i> <i>Presentations</i>	02.02.2022 09.02.2022, 10.02.2022
<i>Option B Phase 1 Report due</i> <i>Option B Phase 1 (Full Time)</i> <i>Presentations</i>	17.11.2021 24.11.2021, 25.11.2021
<i>Option B Phase 2 Report due</i> <i>Option B Phase 2 (Full Time)</i> <i>Presentations</i>	02.02.2022 09.02.2022, 10.02.2022
Lightning Sessions are held on the nominated day of every month. Attendance required only during Applied Learning Phase	

<sup>3</sup> These assessment dates are subject to change up to the start date of the programme.

## Face-to-Face June Part Time & Full Time 2021 Programme Key Dates

<p><b>Immersion Phase</b></p> <p>24.06.2021 - 10.11.2021</p>	<p>Residency Block One 24.06.2021, 25.06.2021 &amp; 26.06.2021</p> <p>Residency Block Two 22.07.2021, 23.07.2021 &amp; 24.07.2021</p> <p>Residency Block Three 19.08.2021, 20.08.2021 &amp; 21.08.2021</p> <p>Residency Block Four 16.09.2021, 17.09.2021 &amp; 18.09.2021</p> <p>Residency Block Five 14.10.2021, 15.10.2021 &amp; 16.10.2021</p> <p>Assessment 4 Presentations 10.11.2021, 11.11.2021</p>
<p><b>Applied Learning Phase (Part Time)</b></p> <p>Option A Phase 1 02.12.2021 - 23.02.2022</p> <p>Option A Phase 2 10.03.2022 - 30.11.2022</p> <p>Option B Phase 1 02.12.2021 - 01.06.2022</p> <p>Option B Phase 2 17.06.2022 - 30.11.2022</p> <p><b>Applied Learning Phase (Full Time)</b></p> <p>Option A Phase 1 18.11.2021 - 12.01.2022</p> <p>Option A Phase 2 20.01.2022 - 22.06.2022</p> <p>Option B Phase 1 18.11.2021 - 30.03.2022</p> <p>Option B Phase 2</p>	<p><i>Days onsite during Applied Learning Phase</i></p> <p>Block One 03.12.2021</p> <p>Block Two 21.01.2022</p> <p>Block Three 18.02.2022</p> <p>Block Four 18.03.2022</p> <p>Block Five 22.04.2022</p> <p>Block Six 20.05.2022</p>

08.04.2022 - 22.06.2022	
<b>Assessment Dates<sup>4</sup></b>	
<i>Assessment 1 Report due</i> <i>Assessment 1 Presentations</i>	11.08.2021 19.08.2021
<i>Assessment 2 Report due</i> <i>Assessment 2 Presentations</i>	08.09.2021 16.09.2021
<i>Assessment 3 Report due</i> <i>Assessment 3 Presentations</i>	06.10.2021 14.10.2021
<i>Assessment 4 Report due</i> <i>Assessment 4 Presentations</i>	03.11.2021 10.11.2021, 11.11.2021
<i>Option A Phase 1 Report due</i> <i>Option A Phase 1 (Part Time) Presentations</i> <i>(additional onsite)</i>	16.02.2022 23.02.2022, 24.03.2022
<i>Option A Phase 2 Report due</i> <i>Option A Phase 2 (Part Time) Presentations</i> <i>(additional onsite)</i>	23.11.2022 30.11.2022, 01.12.2022
<i>Option B Phase 1 Report due</i> <i>Option B Phase 1 (Part Time) Presentations</i> <i>(additional onsite)</i>	25.05.2022 01.06.2022, 02.06.2022
<i>Option B Phase 2 Report due</i> <i>Option B Phase 2 (Part Time) Presentations</i> <i>(additional onsite)</i>	23.11.2022 30.11.2022, 01.12.2022
<i>Option A Phase 1 Report due</i> <i>Option A Phase 1 (Full Time) Presentations</i> <i>(additional onsite)</i>	12.01.2022 19.01.2022, 20.01.2022
<i>Option A Phase 2 Report due</i> <i>Option A Phase 2 (Full Time) Presentations</i> <i>(additional onsite)</i>	15.06.2022 22.06.2022, 23.06.2022
<i>Option B Phase 1 Report due</i> <i>Option B Phase 1 (Full Time) Presentations</i> <i>(additional onsite)</i>	23.03.2022 30.03.2022, 31.03.2022
<i>Option B Phase 2 Report due</i> <i>Option B Phase 2 (Full Time) Presentations</i> <i>(additional onsite)</i>	15.06.2022 22.06.2022, 23.06.2022

<sup>4</sup> These assessment dates are subject to change up to the start date of the programme.

Lightning Sessions are held on the nominated day of every month. Attendance required only during Applied Learning Phase

### Face-to-Face October Part Time & Full Time 2021 Programme Key Dates

<p>Immersion Phase 28.10.2021 - 16.03.2022</p>	<p>Residency Block One 28.10.2021, 29.10.2021 &amp; 30.10.2021</p> <p>Residency Block Two 25.11.2021, 26.11.2021 &amp; 27.11.2021</p> <p>Residency Block Three 13.01.2022, 14.01.2022 &amp; 15.01.2022</p> <p>Residency Block Four 10.02.2022, 11.02.2022 &amp; 12.02.2022</p> <p>Residency Block Five 10.03.2022, 11.03.2022 &amp; 12.03.2022</p> <p>Assessment 4 Presentations 06.04.2022, 07.04.2022</p>
<p><b>Applied Learning Phase (Part Time)</b> Option A Phase 1 07.04.2022 - 29.06.2022</p> <p>Option A Phase 2 21.07.2022 - 05.04.2023</p> <p>Option B Phase 1 07.04.2022 - 05.10.2022</p> <p>Option B Phase 2 28.10.2022 - 05.04.2023</p> <p><b>Applied Learning Phase (Full Time)</b> Option A Phase 1 24.03.2022 - 18.05.2022</p> <p>Option A Phase 2 26.05.2022 - 26.10.2022</p> <p>Option B Phase 1 24.03.2022 - 03.08.2022</p>	<p><i>Days onsite during Applied Learning Phase</i></p> <p>Block One 22.04.2022</p> <p>Block Two 20.05.2022</p> <p>Block Three 17.06.2022</p> <p>Block Four 15.07.2022</p> <p>Block Five 12.08.2022</p> <p>Block Six 09.09.2022</p>



Option B Phase 2 11.08.2022 - 26.10.2022	
<i>Assessment 1 Report due</i> <i>Assessment 1 Presentations</i>	15.12.2021 13.01.2022
<i>Assessment 2 Report due</i> <i>Assessment 2 Presentations</i>	02.02.2022 10.02.2022
<i>Assessment 3 Report due</i> <i>Assessment 3 Presentations</i>	02.03.2022 10.03.2022
<i>Assessment 4 Report due</i> <i>Assessment 4 Presentations</i>	30.03.2022 06.04.2022, 07.04.2022
<i>Option A Phase 1 Report due</i> <i>Option A Phase 1 (Part Time)</i> <i>Presentations (additional onsite)</i>	22.06.2022 29.06.2022, 30.06.2022
<i>Option A Phase 2 Report due</i> <i>Option A Phase 2 (Part Time)</i> <i>Presentations (additional onsite)</i>	29.03.2023 05.04.2023, 06.04.2023
<i>Option B Phase 1 Report due</i> <i>Option B Phase 1 (Part Time)</i> <i>Presentations (additional onsite)</i>	28.09.2022 05.10.2022, 06.10.2022
<i>Option B Phase 2 Report due</i> <i>Option B Phase 2 (Part Time)</i> <i>Presentations (additional onsite)</i>	29.03.2023 05.04.2023, 06.04.2023
<i>Option A Phase 1 Report due</i> <i>Option A Phase 1 (Full Time)</i> <i>Presentations (additional onsite)</i>	1.05.2022 18.05.2022, 19.05.2022
<i>Option A Phase 2 Report due</i> <i>Option A Phase 2 (Full Time)</i> <i>Presentations (additional onsite)</i>	19.10.2022 26.10.2022, 27.10.2022
<i>Option B Phase 1 Report due</i> <i>Option B Phase 1 (Full Time)</i> <i>Presentations (additional onsite)</i>	27.07.2022 03.08.2022, 04.08.2022
<i>Option B Phase 2 Report due</i> <i>Option B Phase 2 (Full Time)</i> <i>Presentations (additional onsite)</i>	19.10.2022 26.10.2022, 27.10.2022
Lightning Sessions are held on the nominated day of every month. Attendance required only during Applied Learning Phase	

## Resources Required for Study

As this programme has blended delivery and online delivery (especially the February 2021 intake), students will need to have access to a device and internet so they are able to access online materials and communication tools throughout the programme.

## Assessment

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### Assessment Strategy

Assessments in this Programme have been designed to support the learning process. There is no formal thesis in the Programme. Students on the Programme are assessed through both formative and summative assessments. Formative assessments are designed to provide students feedback from their peers and advisor (with no credits attached), while summative assessments are the academic assessments of the Programme which credits are awarded against. Assessments involve a written report and presentation, but may also include other outputs negotiated with advisors depending on the nature of a student's project. Assessments should be thought of as learning tools, where students present and receive feedback on their work in order to improve it.

*Further detail on assessments can be provided if requested. Please contact [info@techfutureslab.com](mailto:info@techfutureslab.com).*

### Assessment Outcomes

The Programme provides students an opportunity to value learning for learning's sake, as well as to achieve a practical business outcome which contributes to their own professional development and that of a particular industry or sector. Assessment is made against the outcome of the project itself, as well as the student's learning. The Programme does not train, or test, students in specific technological fields. Students become future-focused problem solvers. This may involve becoming conversant with a particular technology or theory but the underlying skill developed is the ability to form, test and adapt solutions to a problem.

All assessments in the Programme are measured against a competency-based format. Final outcomes against all assessments, and therefore courses, that students can receive are a **Not Yet Competent** or a **Competent** grade. All assessment outcomes are determined by an Assessment and Moderation Panel.

## **Te Reo Māori and New Zealand Sign Language**

All students are offered the opportunity to submit any assessment in the official languages of New Zealand: New Zealand English dialect, te reo Māori, and New Zealand Sign Language. We ask students to indicate to the Programme Lead when starting the Programme if they intend to submit assessments in Te Reo Māori or New Zealand Sign Language, to ensure there is available resourcing to support their learning.

## **Special Assessment Circumstance (SAC)**

If an unforeseen circumstance impairs the ability of a candidate from doing well on an assessment (including submitting an assessment on time and/or giving a presentation), candidates are able to apply for a Special Assessment Circumstance with relevant evidence within 5 working days of the assessment item due date.

## **Tech Futures Lab Staff**

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Please visit [www.techfutureslab.com](http://www.techfutureslab.com) for more information on Our Team, or contact [info@techfutureslab.com](mailto:info@techfutureslab.com).

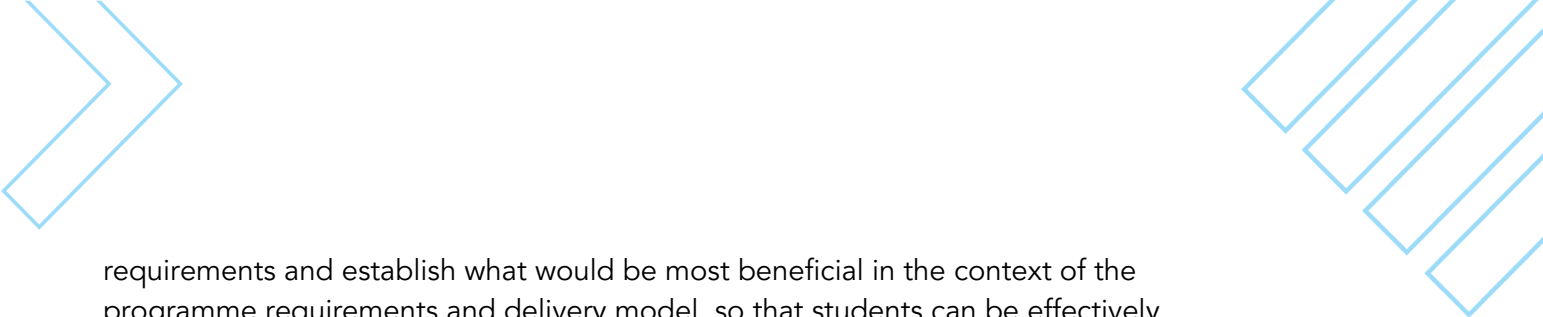
## **Student Support and Wellbeing**

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The Mind Lab is committed to creating an inclusive learning environment and to working alongside all students to support them through their studies. This support includes educational and learning support, as well as different types of non-educational support. All of our student support service teams work closely with each other and with the academic programme teams, to provide a friendly point of contact in person, online or on the phone to help students navigate their learning journey.

### **Disability Services**

*The Mind Lab* is committed to providing a range of resources and strategies to help students who have provided information and verification of impairment. Potential services available to students with impairments may include assistance with note-taking, assistance with academic study due to learning impairments such as dyslexia, sign language interpretation, and so on. Students are encouraged to contact us to privately discuss any impairment-related



requirements and establish what would be most beneficial in the context of the programme requirements and delivery model, so that students can be effectively supported throughout the programme.

## **Health & Wellbeing**

The Mind Lab students have access to a range of health and wellbeing services via [Homecare Medical](#), who run digital telehealth services, offering health, mental health and addictions support across digital channels. Referrals to other agencies are available for more personal/one-on-one advice and support.

## **Maori & Pacific Support**

*The Mind Lab* is a multicultural organisation that prioritises opportunities for promoting Māori and Pacific student success in all our programmes. Support for Māori and Pacific students include academic support, cultural support, te reo Māori support, pastoral guidance and financial support in the form of scholarships and discounts.

## **Variations on Enrolment**

If students encounter circumstances or challenges which are impacting their ability to continue with a programme or course, they should contact the Programme Lead in the first instance to discuss what options for support are available. It may be possible to suspend an enrolment for a period of time, or for students to withdraw from a course and re-enrol at a later date. Terms and conditions for variations to enrolment are outlined during the enrolments process.

# **Important Student Information**

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Programme Regulations for the Master of Technological Futures can be accessed [here](#).

Below are some key policies and procedures relevant to all programmes of study at The Mind Lab.

## **The Mind Lab Code of Conduct**

[\*The Mind Lab Code of Conduct\*](#) is designed to promote the upholding of professional standards and academic integrity. It covers the personal conduct of all staff, students and contractors.

## **The Mind Lab Privacy Policy**

[The Mind Lab Privacy Policy](#) provides details of how student and staff privacy will be maintained.

## **The Mind Lab Student Complaints and Appeals Policy**

The Mind Lab takes all student concerns seriously and should any misconduct be identified, the processes outlined in the Student Complaints and Appeals Policy and Procedure, and Student Disciplinary Policy (both linked below) will be followed.

[The Mind Lab Student Complaints and Appeals Policy](#) outlines the procedures to be followed if an applicant or student makes a formal complaint, or makes an appeal against *The Mind Lab's* decision outcome.

Complaints and appeals are submitted in writing, with evidence to [academicmanagement@themindlab.com](mailto:academicmanagement@themindlab.com). An appropriate investigator is assigned by The Mind Lab Academic Team to review the complaint or appeal and conduct an investigation and identify a resolution. All groups involved in the investigation will be kept up to date throughout. Full details of the process can be found in TML Student Complaints and Appeals Policy and Procedures.

In the instance that a complaint is not resolved to your satisfaction by The Mind Lab, you can [raise your concern](#) in writing with the New Zealand Qualifications Authority (NZQA).

## **The Mind Lab Student Disciplinary Policy**

[The Mind Lab Student Disciplinary Policy](#) outlines student disciplinary procedures which may be followed if disciplinary action is required. Possible consequences, if disciplinary action is required after an investigation into misconduct is undertaken, are outlined in this policy.

## **The Mind Lab Admission, Enrolment, Exclusion and Withdrawal Policy and Procedures**

[The Mind Lab Admission, Enrolment, Exclusion and Withdrawal Policy and Procedures](#) provides a framework and a set of principles relating to admission, enrolment, variation of enrolment, exclusion and withdrawal of students within academic provision offered at The Mind Lab.

## **About *The Mind Lab* Governance and Management**

*The Mind Lab* is governed by an Independent Board, and *The Mind Lab Academic Board* is accountable to *The Mind Lab Board* for ensuring processes exist to facilitate, manage,

evaluate, and monitor all aspects of the *Quality Management System* including the *Academic Quality of Programmes*.

All Governing Members of *The Mind Lab* have provided a verified statutory declaration to NZQA and no conflicts of interest have been declared.

## Appendix 1

### Key Enrolment Dates for Live Online February Intake 2021 (Part Time)

Course	Course Start Date	10% Cut off Date	75% Cut off Date	Course End Date
Applied Practice in the Context of Emerging and Disruptive Technologies (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
Research and Community Informed Practice (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
Research Question (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
Project Plan (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
30 credit Level 8 Technological Futures Project (Phase 1)	02 Aug 2021	10 Aug 2021	03 Oct 2021	24 Oct 2021
90 credit Level 9 Technological Futures Project (Phase 2)	08 Nov 2021	05 Dec 2021	26 May 2022	31 Jul 2022
75 credit Level 8 Technological Futures Project (Phase 1)	02 Aug 2021	20 Aug 2021	16 Dec 2021	30 Jan 2022
45 credit Level 9 Technological Futures Project (Phase 2)	14 Feb 2022	03 Mar 2022	19 Jun 2022	31 Jul 2022

### Key Enrolment Dates for Live Online February Intake 2021 (Full Time)

Course	Course Start Date	10% Cut off Date	75% Cut off Date	Course End Date
Applied Practice in the Context of Emerging and Disruptive Technologies	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021

(Technological Futures)				
Research and Community Informed Practice (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
Research Question (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
Project Plan (Technological Futures)	22 Feb 2021	08 Mar 2021	06 Jun 2021	11 Jul 2021
30 credit Level 8 Technological Futures Project (Phase 1)	19 Jul 2021	25 Jul 2021	29 Aug 2021	12 Sep 2021
90 credit Level 9 Technological Futures Project (Phase 2)	20 Sep 2021	05 Oct 2021	06 Jan 2022	13 Feb 2022
75 credit Level 8 Technological Futures Project (Phase 1)	19 Jul 2021	03 Aug 2021	11 Nov 2021	28 Nov 2021
45 credit Level 9 Technological Futures Project (Phase 2)	06 Dec 2021	13 Dec 2021	27 Jan 2022	13 Feb 2022

### Key Enrolment Dates for June Intake 2021 (Part Time)

Course	Course Start Date	10% Cut off Date	75% Cut off Date	Course End Date
Applied Practice in the Context of Emerging and Disruptive Technologies (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
Research and Community Informed Practice (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
Research Question (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
Project Plan (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
30 credit Level 8 Technological Futures Project (Phase 1)	02 Dec 2021	10 Dec 2021	02 Feb 2022	23 Feb 2022
90 credit Level 9 Technological Futures Project (Phase 2)	10 Mar 2022	06 Apr 2022	25 Sep 2022	30 Nov 2022
75 credit Level 8 Technological Futures Project (Phase 1)	02 Dec 2021	20 Dec 2021	17 Apr 2022	01 Jun 2022
45 credit Level 9 Technological Futures Project (Phase 2)	17 Jun 2022	04 Jul 2022	20 Oct 2022	30 Nov 2022

### Key Enrolment Dates for June Intake 2021 (Full Time)

Course	Course Start	10% Cut off	75% Cut off	Course End
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	Date	Date	Date	Date
Applied Practice in the Context of Emerging and Disruptive Technologies (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
Research and Community Informed Practice (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
Research Question (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
Project Plan (Technological Futures)	24 Jun 2021	08 Jul 2021	06 Oct 2021	10 Nov 2021
30 credit Level 8 Technological Futures Project (Phase 1)	18 Nov 2021	24 Nov 2021	29 Dec 2021	12 Jan 2022
90 credit Level 9 Technological Futures Project (Phase 2)	20 Jan 2022	04 Feb 2022	15 May 2022	22 Jun 2022
75 credit Level 8 Technological Futures Project (Phase 1)	18 Nov 2021	01 Dec 2021	25 Feb 2022	30 Mar 2022
45 credit Level 9 Technological Futures Project (Phase 2)	08 Apr 2022	16 Apr 2022	04 Jun 2022	22 Jun 2022

### Key Enrolment Dates for October Intake 2021 (Part Time)

Course	Course Start Date	10% Cut off Date	75% Cut off Date	Course End Date
Applied Practice in the Context of Emerging and Disruptive Technologies (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
Research and Community Informed Practice (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
Research Question (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
Project Plan (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
30 credit Level 8 Technological Futures Project (Phase 1)	07 Apr 2022	15 Apr 2022	08 Jun 2022	29 Jun 2022
90 credit Level 9 Technological Futures Project (Phase 2)	21 Jul 2022	16 Aug 2022	30 Jan 2023	05 Apr 2023
75 credit Level 8 Technological Futures Project (Phase 1)	07 Apr 2022	25 Apr 2022	21 Aug 2022	05 Oct 2022
45 credit Level 9 Technological Futures Project (Phase 2)	28 Oct 2022	13 Nov 2022	25 Feb 2023	05 Apr 2023



### Key Enrolment Dates for October Intake 2021 (Full Time)

Course	Course Start Date	10% Cut off Date	75% Cut off Date	Course End Date
Applied Practice in the Context of Emerging and Disruptive Technologies (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
Research and Community Informed Practice (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
Research Question (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
Project Plan (Technological Futures)	28 Oct 2021	11 Nov 2021	09 Feb 2022	16 Mar 2022
30 credit Level 8 Technological Futures Project (Phase 1)	24 Mar 2022	30 Mar 2022	04 May 2022	18 May 2022
90 credit Level 9 Technological Futures Project (Phase 2)	26 May 2022	10 Jun 2022	18 Sep 2022	26 Oct 2022
75 credit Level 8 Technological Futures Project (Phase 1)	24 Mar 2022	06 Apr 2022	01 Jul 2022	03 Aug 2022
45 credit Level 9 Technological Futures Project (Phase 2)	11 Aug 2022	18 Aug 2022	02 Oct 2022	26 Oct 2022