

NZCCRF

What's New

Since the launch of NZCCRF, we have always strived to make the process as efficient and user friendly for schools and institutions. After receiving feedback from schools and institutions we have implemented the following changes for 2018:

- + **Update institutions:** Students can now add or remove their selected institutions themselves. The student form will now pre-load if their personal details match an existing reference, updating only their institutions. If the reference has already been completed and submitted, it will automatically re-submit with the new institutions selected. Schools can still update institutions and submit at any time on behalf of the student.
- + **Duplicate request prevention:** The student form will now merge a new request if the NSN and date of birth match an existing reference.
- + **Superuser contact list:** Institutions now have access to who is the Superuser for each school. If you are new to NZCCRF you can ask any institution for your schools' Superuser contact that can give you access.
- + **Individual submit dates:** Now that students can modify institutions themselves, we record the individual date that it was first submitted to each institutions. Please note the PDF reference will still show the one initial submit date.
- + **Reset reference:** If a school user would like to correct any details on a reference after it has been submitted, please email mail@ccrf.ac.nz and ask for the reference to be unlocked and submitted again.

For further information about NZCCRF please visit our help page here: www.ccrf.ac.nz/help