New Zealand Payroll Practitioners Association
Developing and Supporting Payroll Professionals

# NZPPA training and event dates 2027

New to payroll or covering for a colleague? Start with Payroll Foundation Skills. If you already run a payroll, choose a course or event that fits the work ahead, from checking final pays to leading a team.

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# Virtual & In-Person Courses

## Virtual classroom

Learn online with an NZPPA trainer and ask questions as you work. Choose one intake per course. For two-day courses, attend both days. Select a course name for details and fees.

| NZPPA certificate course | 2027 intake dates |
|---|---|
| **Level 1** Payroll Foundation Skills<br>Follow a basic pay run from start to finish. | 11–12 Feb, 8–9 Apr, 17–18 Jun,<br>5–6 Aug, 7–8 Oct, 2–3 Dec |
| **Level 2** Payroll Law<br>Find the rules that apply when you pay employees. | 4–5 Mar, 6–7 May, 8–9 Jul,<br>9–10 Sep, 18–19 Nov |
| **Level 3** HR Practice for Payroll Practitioners<br>Know what payroll needs from HR when staff start or leave. | 4 Mar, 22 Jul, 28 Oct |
| **Level 4** Payroll Termination Essentials<br>Work through what to include in a final pay. | 18 Feb, 2 Apr, 3 Jun, 12 Aug, 1 Oct |
| **Level 5** Payroll Calculations<br>Check how your payroll system calculates pay. | 18–19 Feb, 15–16 Apr, 10–11 Jun,<br>19–20 Aug, 14–15 Oct |
| **Level 6** Payroll Masterclass Workshop<br>Use the NZPPA Payroll Practice Guide to review your work. | 18–19 Mar, 13–14 May, 15–16 Jul,<br>16–17 Sep, 11–12 Nov |
| **Level 7** Payroll Calculations [+]<br>Work through more complex calculations and agreed terms. | 22 Apr, 23 Sep |
| **Level 8** Payroll Legislative Compliance<br>Use a checklist to review your own payroll. | 11 and 18 Mar, or<br>13 and 27 Aug (provisional) |

NZPPA members can sign in for member pricing. If your 2027 date is not yet available to book online, email us with the course name and your preferred intake.

## In-person training in your area

We arrange in-person training where there is enough local interest. To join the waitlist, email us with the course you want and your town or city. training@nzppa.co.nz

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# eLearning Courses

Choose your start date and study around the pay cycle. Each eLearning course includes a course manual, short videos, exercises, skills checks and assessments.

If you need to pause, contact us to agree a break within your course access period. Select a course name for entry requirements, fees and enrolment.

## NZPPA certificate courses

| Course | | Part-time study |
|---|---|---|
| **Level 1** | Payroll Foundation Skills | 6 weeks |
| **Level 2** | Payroll Law | 6 weeks |
| **Level 4** | Payroll Termination Essentials | 6 weeks |
| **Level 5** | Payroll Calculations | 6 weeks |
| **Level 6** | Payroll Practice | 10 weeks |
| **Level 7** | Payroll Calculations [+] | 6 weeks |

## Special topic courses

Choose one topic for six weeks of part-time study.

| Course | Who it suits |
|---|---|
| Payroll for Non-Payroll Practitioners | Managers, HR and finance staff who work with payroll. |
| Understanding Incentives, Rewards & Remuneration | Anyone who needs to understand how pay packages affect payroll. |
| Employee Leave | Practitioners who calculate entitlements and leave payments. |

## Night School

Study two courses over 12 weeks, with tutor support. Allow about 80 hours in total, at times that fit around work. View Night School fees and enrol

| Development stream | The two courses you take |
|---|---|
| **Payroll Technician** | Payroll Foundation Skills + Payroll Law |
| **Payroll Practitioner** | Payroll Law + Payroll Calculations |
| **Payroll Specialist** | Payroll Calculations + Payroll Calculations [+] |

Working towards NZPPA Certification? Night School can help you prepare for the separate certification assessment.

# Payroll events in 2027

Plan a day with other payroll practitioners, or set aside a morning for a topic that matters to your team. Select an event name for the latest programme and booking details.




| Date and details | Event and focus |
|---|---|
| **25–26 February**<br>Thu–Fri • Auckland | **19th Annual Payroll Conference**<br>This year's theme is "Purpose-Driven Payroll – Supporting employees with every pay". Meet other practitioners and compare how you handle the pay questions employees bring to payroll. |
| **12 March**<br>Fri • 9.00–11.00 am | **1 April 2027 Payroll Update**<br>Get ready for the first pay run affected by the 1 April changes. |
| **7 May**<br>Fri • 9.00 am–12.30 pm | **NZPPA Bootcamp**<br>A morning for practitioners who want to build their day-to-day payroll skills. |
| **2 July**<br>Fri • Christchurch | **13th Payroll Leaders' Summit**<br>For people leading payroll teams through changes in systems, processes or expectations. |
| **17 September**<br>Fri • 9.00 am–12.30 pm | **6th Annual Payroll Technology Showcase**<br>See which payroll tools could help with the problems your team is trying to solve. |
| **8 October**<br>Fri • Wellington | **2nd Annual Payroll Compliance Congress**<br>For practitioners responsible for turning payroll obligations into checks their team can use. |

All times are New Zealand local time.

## Early-bird and group bookings

Ask us about early-bird rates and group discounts. Include the event name and how many people would like to attend. training@nzppa.co.nz

**View all NZPPA conferences and events**