

International student application form



TE KUNENGA
KI PŪREHUROA
MASSEY
UNIVERSITY
UNIVERSITY OF NEW ZEALAND

Te Ara Whakawhiti
MASSEY
UNIVERSITY
COLLEGE

PART A: PERSONAL DETAILS OF APPLICANT

Massey Student ID (if known):	Surname/Family name (as shown in passport):
Preferred name:	Given names (as shown in passport):
Date of birth (dd/mm/yyyy):	Gender (please tick as appropriate): <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Non-Binary <input type="checkbox"/> Different Term <input type="checkbox"/> Prefer not to answer
Citizenship (as shown in passport):	Ethnic group <input type="checkbox"/> Unspecified

PART B: CONTACT DETAILS

APPLICANT CONTACT:

Street address:		Suburb/District:	
State/Province:	Postcode:	Country:	
Phone:	Mobile:	Email:	

EMERGENCY CONTACT:

First name:	Last name:	
Relationship to the applicant:		
Phone:	Mobile:	Email:

PARENT/LEGAL GUARDIAN CONTACT (MUST PROVIDE IF APPLICANT IS UNDER 18):

First name:	Last name:	
Street address:	Suburb/District:	
State/Province:	Postcode:	Country:
Phone:	Mobile:	Email:

PART C: PROGRAMME OF STUDY

1. General English (refer to the Student Guide for start dates) Duration:	Start date:
2. English for Academic Purpose (EAP) (refer to the Student Guide for start dates) Year:	Intake:
3. Foundation Certificate (International). Standard/3 trimesters Year:	Intake (tick one): <input type="checkbox"/> Intake 1 (February) <input type="checkbox"/> Intake 2 (July) <input type="checkbox"/> Intake 3 (October)
4. Foundation Certificate (International – Accelerated). 1 trimester Year:	Intake (tick one): <input type="checkbox"/> Intake 1 (February) <input type="checkbox"/> Intake 2 (October)
5. Diploma (Business) Year:	Intake (tick one): <input type="checkbox"/> Intake 1 (February) <input type="checkbox"/> Intake 2 (July) <input type="checkbox"/> Intake 3 (October)
6. Graduate Diploma (Management) Year:	Intake (tick one): <input type="checkbox"/> Intake 1 (February) <input type="checkbox"/> Intake 2 (July) <input type="checkbox"/> Intake 3 (October)
7. Graduate Diploma (Marketing) Year:	Intake (tick one): <input type="checkbox"/> Intake 1 (February) <input type="checkbox"/> Intake 2 (July) <input type="checkbox"/> Intake 3 (October)
Name of the Massey University programme you would like to study after the completion of your pathway programme:	

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PART D: EDUCATION HISTORY

NSN number (if you have previously studied in New Zealand):

SECONDARY SCHOOL QUALIFICATIONS

School:	
Qualification:	Country:
Year started:	Year finished:
Have you studied at any tertiary institution? <input type="checkbox"/> Yes <input type="checkbox"/> No (Go to Part E)	Have you studied at a tertiary institution other than Massey University since leaving secondary school? <input type="checkbox"/> Yes <input type="checkbox"/> No (Go to Part E)

HIGHER EDUCATION/TERTIARY INSTITUTION

Institution:	
Country:	Qualification:
Major:	
Year started:	Year finished:
Qualification completeness (tick one): <input type="checkbox"/> Complete <input type="checkbox"/> Still studying, will complete before Massey Pathway study <input type="checkbox"/> Incomplete	
Have you ever been suspended or excluded from any education institution in New Zealand (excluding Massey) or overseas? <input type="checkbox"/> Yes <input type="checkbox"/> No (Go to Part E)	
If Yes: Country of Institution:	Year of suspension or exclusion:

PART E: ENGLISH LANGUAGE PROFICIENCY

Applicants who have completed an academic qualification in a country where English is the first language can be considered for an exemption from providing English language test results.

I will take/have taken an English language proficiency test : <input type="checkbox"/> Academic IELTS <input type="checkbox"/> TOEFL iBT <input type="checkbox"/> Others:	
Have you studied English language in New Zealand? <input type="checkbox"/> Yes <input type="checkbox"/> No	What was the language used for your overseas schooling?

PART F: OVER 18 ACCOMMODATION (OPTIONAL)

Do you require on campus accommodation?
☐ Yes ☐ No

Do you require Homestay arranged by the college?
☐ Yes ☐ No

PART G: UNDER 18 APPLICANT ACCOMMODATION

If you are under 18, and will be staying in one of the following accommodation types, please complete the relevant form for the application:

Select one:

☐ Living with parent(s)/Legal guardian(s) ☐ Living with designated caregiver ☐ In College arranged Homestay



PART H: ADDITIONAL QUESTIONS

STUDY PREFERENCES

Do you plan study full time or part time?

☐ Full-time ☐ Part-time

Do you plan to study by distance while the New Zealand border is closed and to come to New Zealand to study on campus when the border reopens ☐ Yes ☐ No

HEALTH AND DISABILITY

Do you have any disability, impairment (including learning disabilities), long-term injury, or chronic medical condition(s) that may impact on your ability to study and/or participate in university activities? ☐ Yes ☐ No

If 'Yes', please provide a report from a registered health professional so we can assess our ability to support you during your study in New Zealand

Personal information collected in this section may constitute 'sensitive information' under applicable privacy legislation. Please indicate your consent regarding the handling of that information by the College (including Kaplan International NZ Ltd), Massey University and other relevant entities (including Kaplan's associated entities).

☐ By checking this box, I confirm that I am 16 years of age or older, and explicitly consent to the collection, storage, use, transferring, disclosing and other handling of my sensitive personal information in connection with, and for the purposes of, my application and study.

FINANCING YOUR STUDY

How will your study be financed?

☐ Personal funds ☐ Home government scholarship ☐ Other:

YOUR INTENDED CAREER AND GOAL

What is your intended career? (Must complete)

Will your chosen Massey University programme help you achieve your career goals? ☐ Yes ☐ No

Do you intend to complete a Massey qualification? ☐ Yes ☐ No

PART I: AGENT STAMP

Only relevant if applying through an agent

Agent name and branch:

Agency main email:

Consultant's name:

Consultant's email address:



PART J: CHECKLIST

Please ensure you have attached the following documents (as required for your chosen programme):

- ☐ Verified evidence of an identity page of current passport
- ☐ Verified copies of academic transcripts with a grading scale
- ☐ Verified copies of graduation certificate (where applicable)
- ☐ English language test results (where applicable)
- ☐ A report from a registered health professional (where applicable)
- ☐ A copy of applicant's parent/legal guardian passport (U18 applicant only)

Please ensure you have attached all relevant documents

PLEASE NOTE: Massey University College does not retain hard copies of documents supplied as part of the Admissions process

PART K: DECLARATION

The submission of false information or forged documentation in support of this application will automatically disqualify a student from enrolment. Massey University College reserves the right to inform all other New Zealand Universities of such cases, including the student's name and date of birth. Immigration New Zealand and the New Zealand Police will also be informed. The submission of this Application for Admission will be deemed to be acceptance of these terms and constitutes consent to disclosure for the purposes of Privacy Principle 11 of the Privacy Act 2020.

I declare that the information given in this form is true and Correct, and no information that may have a bearing on my enrolment has been withheld.

I understand and agree that this Enrolment Application will form part of a contract between me and Massey University College and Massey University. The other terms of that contract are set out or referred to in the document entitled 'Student Contract' the Contract will be formed when I accept the Offer of Place. Even after I accept any Offer of Place my enrolment contract at Massey University College and Massey University may be subject to conditions being satisfied or waived by Massey University College and Massey University by notice in writing to me. Even after I receive a Confirmation of Enrolment, Massey University College and Massey University may still cancel my enrolment as permitted by law or as permitted in the Massey University College and Massey University's agreement with me.

By submitting this Enrolment application I understand that:

- (i) I am solely responsible for ensuring that any Offer of Place I accept is for a programme that I am eligible to study and wish to study,
- (ii) I alone decided to study the programme for which I have applied.
I am not relying on any advice from Massey University College and Massey University that a programme is suitable for any purpose unless I have that advice in writing from Massey University College and Massey University.
- (iii) Books, journals and other materials made available to me by Massey University and College are for my own studies only, and copying or using them for other purposes is an infringement of copyright;
- (iv) Massey University College and Massey University's Policy on Intellectual Property will apply
- (v) I have the right to access the personal information which Massey University College and Massey University hold about me and the right to request the correction of that information by emailing muc.admissions@massey.ac.nz
- (vi) Information about me may be held by, used by and disclosed to the following organisations:
Massey University and its wholly owned subsidiary companies, other tertiary providers with whom Massey University has entered into joint ventures or other contractual arrangements, Massey University's Alumni Association, Students' Associations, Extramural Students' Society and related Trusts, Ministry of Education, Tertiary Education Commission, Inland Revenue Department, Dept of Work and Income, Ministry of Foreign Affairs and Trade and Specialist Education Services, Tribal trusts and scholarship providers, other tertiary institutions that I am transferring to or from, New Zealand Teachers Council and other professional accreditation agencies, other agencies where disclosure is permitted or required by law.
- (vii) My name, date of birth and residency as entered on this enrolment application will be included in the National Student Index and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information please see: nsi.education.govt.nz
- (viii) Security of personal information about me that is held by Massey University College and Massey University is protected by a personal identification number (PIN) or other unique identifier ('unique identifier') provided to me by Massey University College and Massey University. I confirm that the evidence of identity I have provided to Massey University College and Massey University belong to me, I authorise the use of the unique identifier for admission and enrolment purposes, I accept responsibility for all uses of my unique identifier and I agree not to give my unique identifier to other people.
- (ix) I authorise the use of my personal information (including photos) for purposes related to my studies and for the provision and improvement of services for students at Massey University College and Massey University.

I also confirm that I am 16 years of age or older and consent to the College (including Kaplan International NZ Ltd), Massey University and other relevant entities (including Kaplan's associated entities), in connection with and for the purposes of my application and study:

- ☐ collecting, storing, using, transferring, disclosing and otherwise handling my personal information (including sensitive information);
- ☐ providing my personal information to any other data controllers or data processors for processing my personal information (including sensitive information);
- ☐ disclosing my personal information (including sensitive information) to relevant authorities as authorised or required by applicable laws and regulations; and
- ☐ I am NOT located in the People's Republic of China (if located in China, please use the China Application Form available on the website)

Signature of applicant:

Date (dd/mm/yyyy)

If the applicant is under 18, please carry on completing the pages 5-6.



AUTHORITY AND AGREEMENT FOR AN APPLICANT UNDER 18 YEARS OLD

This form must be signed and received by Massey University if the Applicant is under 18 years old at their last birthday, and intends to study at Massey University in New Zealand.

I declare that:

1. I am the parent or legal guardian responsible for the wellbeing and financial support of:

(student name):

who has submitted an Admission Application to study at Massey University in New Zealand.

2. I have asked Massey University to provide the Applicant with admission to Massey University to study the Qualification listed on the Admission Application and those papers listed in any subsequent Offer of Enrolment.

3. I understand that the Applicant will not be able to study at Massey University until enrolled and that the Applicant will not be enrolled at Massey University until he or she has received and accepted, in the manner stated in writing by Massey University:

a. an Offer of Place in a qualification; and

b. an Offer of Enrolment; and until such times (if any) that Massey University issues a Confirmation of Enrolment to the Applicant.

4. I have read, understood and agree to all of the Terms and Conditions for Admission and Enrolment, stated or referred to in the Admission Application, the Offer of Place in a Qualification, the Enrolment Application, Offer of Enrolment and associated Declarations.

5. I understand that the Applicant's interests and obligations are stated or referred to in the Admission Application, Offer of Place, Enrolment Application and Offer of Enrolment terms and conditions and associated Declarations.

6. I agree that the Applicant can accept any Offer of Place in a Qualification, submit an Enrolment Application, accept any Offer of Enrolment and that I will assist the Applicant to do so.

7. I am responsible to Massey University for all of the obligations of the Applicant stated or referred to in every Admission Application, Offer of Place in a Qualification, Enrolment Application, Offer of Enrolment, associated Declarations and for my obligations on this form. These obligations include, but are not limited to, the requirement to pay all Massey University prescribed fees.

8. I agree to indemnify Massey University against claims by the Applicant that any of the clauses in any agreement with Massey University are invalid on the basis that the Applicant is a minor.

9. I agree that only New Zealand law applies to all matters regarding Massey University except that orders obtained in New Zealand are also enforceable against me and the Applicant in our usual country of residence.

10. I have the information required to understand my and the Applicant's interests and obligations before signing this form (including the rights under the Education (Pastoral Care of International Students) Code of Practice 2021 ("the Code")).

11. I understand that the Applicant's programme of study will start on

Programme Start Date (dd/mm/yyyy):

and is estimated to end on

Programme End Date (dd/mm/yyyy):

12. I understand that the conditions for ending enrolment are stated or referred to in the Admission Application, Offer of Place in a Qualification, Enrolment Application and the Offer of Enrolment.

13. I agree to make sure that the Applicant has the insurance required by the Code if enrolled.

14. I agree to take steps to carefully check that the Applicant is entitled to undertake the study in the Qualification stated in the Admission Application under the Immigration Act in New Zealand.

15. I understand that if I come with the Applicant to New Zealand then I will have access to orientation information as will a residential caregiver in my absence.

16. I am aware of the Applicant's rights and obligations under the Massey University Refund Policy.

17. After checking the information supplied by the Applicant I agree that the Applicant has fully and truthfully disclosed in writing to Massey University all health conditions and disabilities affecting the Applicant.

18. I agree that if this document is translated into other languages it is this English version that applies and that I must sign.

19. While the Applicant is under 18 years old, I will liaise with Massey University or the residential caregiver will liaise with you regarding the Applicant's wellbeing and study progress if the Applicant is enrolled.



ACCOMMODATION AUTHORITY AND AGREEMENT FOR APPLICANT UNDER 18 YEARS OLD

As applicant's parent/legal guardian, by signing this application form:

- ☐ I agree that while the Applicant is under 18 years old, the applicant's parents/legal guardian will liaise with Massey University College and Massey University or the residential caregiver will liaise with Massey University College and Massey University regarding the Applicant's wellbeing and study progress if the Applicant is enrolled.
- ☐ I acknowledge that when the Applicant is under 18 years old and does not live with a parent or legal guardian, the Applicant will not be enrolled unless:
 - a. the Applicant is in a supervised group of students whose educational instruction is not for more than three months; or
 - b. the Applicant is in the care of a residential caregiver (homestay carer or a licensed hostel or a designated caregiver (a relative or family friend nominated by the parent or guardian as the caregiver and accommodation provider for the Applicant)).
- ☐ I understand that all such accommodation must be compliant with the Code.
- ☐ I will supply Massey University College and Massey University with written details of handover requirements if the Applicant becomes enrolled and should their enrolment end while the Applicant is under 18 years old. I understand that the Applicant will not receive a Confirmation of Enrolment until Massey University College and Massey University have received this information from me.
- ☐ While the Applicant is under 18 years old and enrolled at Massey University College and Massey University, and in the care of a residential caregiver, I understand that Massey University College and Massey University will:
 - a. visit the residential caregiver's home to determine that the Applicant's accommodation is appropriate; and
 - b. require the residential caregiver and any adults 18 years old or older living at the address to be vetted by the New Zealand Police and undertake safety checks; and
 - c. maintain regular communication about the Applicant's wellbeing and academic progress; and
 - d. carry out its obligations under the Education (Pastoral Care of International Students) Code of Practice 2021.

Signature of applicant: _____ Date (dd/mm/yyyy) _____

Name of applicant's parent/legal guardian (if application is Under18): _____

Signature of applicant's parent/legal guardian (if application is Under18): _____ Date (dd/mm/yyyy) _____

Email of the applicant's parent/legal guardian: _____ Relationship to the applicant _____

Please sign and send this form and all supporting documentation to: muc.admissions@massey.ac.nz

THE INFORMATION IN THIS SECTION APPLIES TO INTERNATIONAL STUDENTS STUDYING IN NEW ZEALAND ONLY

COMPULSORY MEDICAL AND TRAVEL INSURANCE

International students (including group students) are required to provide evidence of appropriate medical and travel insurance while studying in New Zealand. This insurance must provide cover for pre-existing medical conditions and the costs of any support requirements.

For a list of approved options visit Massey website massey.ac.nz

ACCIDENT INSURANCE

The Accident Compensation Corporation (ACC) provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but students will still be liable for all other medical and related costs. Further information can be viewed on the ACC website at www.acc.co.nz

HEALTH AND DISABILITY

Full disclosure of any disability, impairment, long-term injury, or chronic medical conditions is necessary so that the University and the College can assess its ability to support international students during their study in New Zealand.

ELIGIBILITY FOR HEALTH SERVICES

Most international students are not entitled to publicly funded health services while in New Zealand. If a student receives medical treatment during their visit they will be liable for the full costs of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on the website at www.moh.govt.nz

STUDENT VISAS/IMMIGRATION

To apply for a student visa you will need to present a Receipt of Payment from Massey University College to your nearest Immigration New Zealand office, New Zealand Embassy or High Commission.

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements, are available through the Immigration New Zealand website at www.immigration.govt.nz

CODE OF PRACTICE FOR THE PASTORAL CARE OF INTERNATIONAL STUDENTS

Massey University College has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students. Copies of the Code are available on request from the Massey University College and Massey University or from the NZQA website at www.nzqa.govt.nz