



**Whitireia**  
NEW ZEALAND

# Application For Enrolment

New Students: Please complete ALL sections of this form  
Returning Students: Please complete sections 1, 2, 3, 4, 13, 14

Year

## 1. Personal Details

Title:  Mr  Mrs  Ms  Miss  Dr

Other (please state)

Legal Surname:

Legal First Name/s:

Preferred Name (if different):

Date of Birth:

Day Month Year

Gender:  Male  Female

Have you enrolled at Whitireia before?  Yes  No

If yes, what was your most recent year?

Student ID (if known):

If you were previously enrolled at Whitireia under a different name, what was that name?

NSI/NZQA Number (if known):

Postal Address:

Suburb

Town/City

Postcode

Address While Studying (if different):

Suburb

Town/City

Postcode

Telephone:

Mobile:

Email Address:

## 2. Programme Details

Programme Name:

Start Date:

Level:

Papers/Modules (if applicable):

Semester:


Do you intend to study full-time or part-time?

Full-time  Part-time

Which campus do you intend to study at?

Porirua  Wellington  Distance  
 Kapiti  Auckland  Online

Do you expect to complete your qualification this year?

Yes  No

### OFFICE USE ONLY

IEC	Date	Initial
Received from applicant		
Acknowledgement sent		
AP <input type="checkbox"/> AR <input type="checkbox"/>		
Letter sent		
AA <input type="checkbox"/> AD <input type="checkbox"/>		
Prog. Code:	Total Fee:	

FACULTY	Date	Initial
Accept Yes <input type="checkbox"/> No <input type="checkbox"/>		
Comments:		


### 3. Entry Requirements

Entry requirements differ for each programme. Please contact us for details. You will need to attach all required documentation to this application form in order for it to be processed.

### 4. Fee Payment Details

Your fees are due for payment **before** the start of your programme of study. Please indicate how you intend to pay your fees. **Tick only one box.**

Student Loan

 **Apply to StudyLink on 0800 88 99 00 or at [www.studylink.co.nz](http://www.studylink.co.nz) as soon as possible. If your loan application is not approved, you are still liable for all fees. Check the StudyLink website to make sure you are eligible for a loan and/or allowance.**

IRD No.    -    -

Cash


EFTPOS

Cheque

**Please make cheque payable to Whitireia Community Polytechnic.**

Work and Income

Company or Employer

 **Attach a letter of authority from the company or your employer. If this is not supplied, the invoice will be made out in your name. If the company or your employer does not pay your fees, you are still liable for all fees due.**

Credit Card

Credit Card Number:

Cardholder's Name:

Cardholder's Signature:

Expiry Date:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year			

Amount:

\$

Direct Credit

**Please make payment to the following account and include your legal name as reference:**

ASB Bank New Zealand Limited  
Account Name: Whitireia Community Polytechnic  
Account Number: 12-3244-0004001-00


### 5. Citizenship Details

Please indicate your Citizenship or Permanent Resident status. **Tick only one box.**

New Zealand Citizen

New Zealand Permanent Resident

Australian Citizen

 **You must produce your New Zealand or Australian Birth Certificate or Passport, or International Passport with Permanent Residence Visa to verify your status as a domestic student. If you do not qualify as a domestic student, please contact us.**

### 6. Ethnicity

Which ethnic group/s do you belong to? **You may tick more than one box.**

111 NZ European/Pakeha  341 Niue

211 NZ Māori  351 Tokelauan

**If you identify as NZ Māori, please indicate your Iwi. You may list up to three.**  361 Fijian

371 Other Pacific Peoples

411 Filipino

412 Cambodian

121 British/Irish  413 Vietnamese

122 Dutch  414 Other Southeast Asian

123 Greek  421 Chinese

124 Polish  431 Indian

125 South Slav  441 Sri Lankan

126 Italian  442 Japanese

127 German  443 Korean

128 Australian  444 Other Asian

129 Other European  511 Middle Eastern

311 Samoan  521 Latin American

321 Cook Islands Māori  531 African

331 Tongan  611 Other

If you selected Other European, Other Pacific Peoples, Other Southeast Asian, Other Asian or Other, please specify:


Is English your first language?  Yes  No

## 7. Secondary Education

What was the name of the last secondary school you attended? State Overseas if applicable.

What was your last year at secondary school?

What is the highest level of achievement you hold from a secondary school? **Tick only one box.**

 **This may be an award such as School Certificate, or you may have achieved a number of credits or a National Certificate at a certain level on the National Qualifications Framework. Your NZQA Record of Learning shows how many credits you have.**

- <sup>00</sup> No formal secondary qualification
- <sup>11</sup> 14 or more credits at any level
- <sup>12</sup> NCEA Level 1 or School Certificate
- <sup>13</sup> NCEA Level 2 or 6th Form Certificate
- <sup>14</sup> University Entrance
- <sup>15</sup> NCEA Level 3, Bursary, or Scholarship
- <sup>09</sup> Overseas qualification (includes International Baccalaureate & Cambridge Exams)
- <sup>98</sup> Other
- <sup>99</sup> Not known

If you selected Overseas Qualification or Other, please specify:

In what year did you attain this qualification?

## 8. Tertiary Education

Will this be the first year you have ever enrolled in a University, Polytechnic, College of Education, Private Training Establishment, or Wananga, either in New Zealand or overseas, since leaving school? Do not include enrolments in STAR, community, or hobby classes.

Yes  No

If no, what was the year of your first enrolment?

What was the name of the organisation at which you studied?

What is the highest academic qualification you hold from a tertiary institution?

## 9. Prior Activity

What was your main activity or occupation in New Zealand as at 1 October last year? **Tick only one box.**

- <sup>01</sup> Secondary school student
- <sup>02</sup> Non-employed or beneficiary
- <sup>03</sup> Wage or salary worker
- <sup>04</sup> Self-employed
- <sup>05</sup> University student
- <sup>06</sup> Polytechnic/Institute of Technology student
- <sup>07</sup> College of Education student
- <sup>08</sup> House person or retired
- <sup>09</sup> Overseas (irrespective of occupation)
- <sup>11</sup> Private Training Establishment student
- <sup>12</sup> Wānanga student

## 10. Disability Details

This information is confidential. It is used for statistical purposes and to help us understand your requirements.

Do you have a disability, injury, illness or learning difficulty?

Yes  No

If yes, please describe your condition/disability:

Would you like someone to contact you to discuss your requirements?

Yes  No

## 11. Emergency Contact Details

Who should we contact in case of emergency?

Name:

Phone Number:


Relationship:

## 12. Marketing Information

What do you think of Whitireia advertisements and brochures?

## 13. Checklist

### Have you:

- Completed all required sections of this form?  Attached any required entry documentation?
- Attached all necessary documentation to establish citizenship and verification of your identity?  Attached your marriage or deed poll certificate if your name is different from that on your birth certificate?
-  **Verified copies of original documents are acceptable. A verified copy is a photocopy of the original document, which has been signed by a solicitor, Justice of the Peace (JP) or Kaumatua as being a true copy of the original. If you are enrolling in person, original documents will be photocopied and returned to you.**

## 14. Declaration

### Fees

In signing this enrolment form, I undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery. Whitireia New Zealand's policy on withdrawal and refund of fees may be obtained from the Information and Enrolment Centre.

### Rules

In signing this enrolment form, I undertake to comply with the published rules and policies of Whitireia New Zealand, which may be obtained from the Information and Enrolment Centre.

### Declaration

I declare that to the best of my knowledge all the information supplied on and with this enrolment form is true and correct. I agree to abide by the conditions and I consent to the disclosure of personal information as described below. I acknowledge that my enrolment is not complete until I have provided all relevant personal information, established my identity, and paid all the relevant fees and charges in accordance with the Whitireia New Zealand terms and conditions of enrolment.

### Signature:

### Date:

Day

Month

Year

### Signature of Parent/Guardian (if applicant is less than 18 years old):

### Date:

Day

Month

Year

## What To Do Now

If you are applying to study at Porirua, Kapiti, or Wellington Campus, please return completed form to:

### Information & Enrolment Centre

Whitireia New Zealand

Wineera Drive

Private Bag 50910

PORIRUA 5240

Ph: +64 4 237 3100 Fax: +64 4 237 3101

If you are applying to study at Auckland Campus, please return completed form to:

### Customer Services

Whitireia New Zealand

PO Box 106 219

AUCKLAND 1143

Ph: +64 9 379 4666

Fax: +64 9 377 8243

### Disclaimer

Whitireia reserves the right to cancel or postpone any of the courses and/or programmes and shall not be liable for any claim other than the proportion of course/programme fees which the cancelled portion bears. Some courses and programmes may be dependent upon formal approval, Ministry of Education funding allocation and number of enrolments.

### Privacy Information

Whitireia collects and stores information from this form to comply with government statutes and regulations. It may also be used to select students for qualifications and for internal reporting. Information may be sought from other educational organisations for the purpose of verifying academic records.

When required by law, we will release information to government agencies as directed. Information may be disclosed to other agencies, such as the Ministry of Education, Audit New Zealand, New Zealand Qualifications Authority, Skill New Zealand, Industry Training Organisations, industry licensing and registration bodies, other tertiary institutions and providers of work experience, where applicable. Whitireia publishes lists of graduates.

In signing this form, you authorise such disclosure. Whitireia observes the general conditions governing the release of information. You may see information about you and amend any errors.

For more information, please contact us:

0800 WHITIREIA (0800 944 847) • [www.whitireia.ac.nz](http://www.whitireia.ac.nz) • [info@whitireia.ac.nz](mailto:info@whitireia.ac.nz)