

## **PROCEDURES FOR TERMINATION OF STUDENT VISA**

One of the regulations related to the granting of a student Visa is that of progress.

The New Zealand Immigration Department Regulation 17 of the New Zealand Immigration Regulations 1991 Act Section 2 (d) states – “That the holder makes satisfactory progress as determined by the Ministry of Education or other relevant national agencies or governing bodies in the case of study or training endorsed on the permit by an Immigration Officer”. If an International student in the Whitireia Community Polytechnic is consistently absent without reason or good cause and this absence is directly related to lack of satisfactory progress then the following will apply:-

1. A letter is generated for less than 80% attendance without a reasonable excuse. The student is asked to explain absences to the Programme Manager. She will discuss the legislation with the student and advise them of their visa responsibility (imposed by the New Zealand Government). She will make notes of this discussion.
2. If the attendance continues to give concern and there is no improvement in the attendance pattern, which is directly affecting the student's progress, then the Programme Manager will advise the Head of School. A student progress report will be completed and a letter sent requesting the student for an appointment with the HOS. At this meeting the HOS will tell the student the consequences of further absences i.e. – formally advising the New Zealand Immigration Department of the transgression- and a deadline set for improvement. The content of this interview will be recorded.
3. If after the deadline is reached with no noticeable improvement, the student will be asked to meet with the International Marketing Manager who will get the student to sign a Student Contract where the student undertakes to attend 100% of all lectures etc. At this stage, the student's parents are contacted and our concerns and possible implications are passed on to them.
4. If after a further two weeks there is still no change, then the Manager International Marketing will formally notify the New Zealand Immigration Department, who will carry out the revocation of the study visa and the deportation of the student.