

4 FEES

How do you intend to pay for your study?

(WelTec does not accept cash payments)

Student Loan

Invoice Employer

Company Name

Other



Start your application as soon as possible to avoid delays. Use the StudyLink website to ensure you are eligible for a student loan and/or allowance. If your loan application is not approved, you will still be liable for any fees due.



Some short courses and night classes are not eligible for loans. Check with us if you are unsure.



To access Studylink, you need to have been in New Zealand for three years with a residence-class visa.



If you are starting tertiary study for the first time or have completed less than a year of tertiary study, you may be eligible for fees free. You can check your fees free eligibility at: feesfree.govt.nz

5 PRIOR ACTIVITY

What was your main activity or occupation in New Zealand at 1st October last year? Please tick **one** box that applies to you.

01 Secondary School Student

06 Polytechnic Student

02 Not employed or Beneficiary (excluding retired)

08 Houseperson or Retired

03 Wage or Salary Worker

09 Overseas (irrespective of occupation)

04 Self Employed

11 Private Training Establishment (PTE) Student

05 University Student

12 Wānanga Student

6 LEARNING AND DISABILITY SUPPORT

Do you live with the effects of injury, long-term illness, disability or learning difficulty?

No

Yes

Please select all that apply:

Autism

Medical (temporary)

Is there anything else that could impact on your learning that we could help you with e.g. anxiety, depression, medication?

Blind

Mental health

Deaf

Physical

Hearing impairment

Specific learning difficulty

Intellectual

Vision impairment

Medical (Chronic or on-going)

Would you like to discuss any of the above?

Yes

No

7 EMERGENCY CONTACT DETAILS

Who should we contact in case of emergency?

1. Please complete

Name

Relationship

Phone

Phone

2. (Optional)

Name

Relationship

Phone

Phone

OFFICE USE ONLY

Name

Signature

Date

ID Required

ID Received

Approved

Entry not met

Conditional

Closed

HOS recommends decline to Director Academic

Level 1 or 2 eligibility check complete

Comments:

Please read carefully

DISCLAIMER

Acceptance of your application to enrol at the Wellington Institute of Technology ('WelTec') or Whitireia Community Polytechnic ('Whitireia') is subject to you meeting the admission and programme requirements (if any) and the availability of places on your selected course(s).

WelTec and Whitireia reserve the right to cancel, postpone or change the location of courses and/or programmes and shall not be liable for any claim other than the portion of the fees relating to the cancelled course or programme.

USE OF INFORMATION AND PRIVACY STATEMENT

The purpose of this enrolment form is to obtain from you the information we need to enrol you into a qualification and to collect information required by the Ministry of Education and other Government agencies for statistical and administrative reasons.

WelTec and Whitireia collaborate to offer students more study options and more places to study. To do this, WelTec and Whitireia share student information to plan delivery and provide student services at all campuses, including for enrolment administration, Library and Information Services, Learning Support, Disability Support, Careers Advice, scholarships, graduation and academic records, and student conduct and complaints.

WelTec collects and stores information from this form to:

- manage the business of WelTec and Whitireia
- communicate promotional information relevant to WelTec and Whitireia
- share with the Wellington Regional Council and its agencies to confirm eligibility for transport discounts
- stay in contact with alumni
- comply with the requirements of the Education Act 1989 and other legislation relating to maintenance of official records and accountability for public funding

Supply of information to government agencies and other organisations

- Audit New Zealand
- Ministry of Education
- New Zealand Qualifications Authority
- Tertiary Education Commission
- Ministry of Social Development
- Immigration New Zealand

Those agencies use the data supplied to:

- administer the tertiary education system, including allocating funding
- develop policy advice for government
- conduct statistical analysis and research

The Ministry of Education may supply data collected on this form to Statistics New Zealand for the purposes of integrating data with data collected by other government agencies, subject to the provisions of the Statistics Act 1975.

When required by law, WelTec and Whitireia release information to government agencies such as the New Zealand Police, Department of Justice and Accident Compensation Corporation (ACC).

Information collected on this form may be supplied to other educational organisations for the purpose of verifying academic records and to funding organisations that have a right to enrolment information (e.g. Industry Training Organisations).

By submitting this enrolment form you authorise such disclosure on the understanding that WelTec and Whitireia will observe the conditions governing the release of information, as set out in the Privacy Act 1993, the Education Act 1989 and other relevant legislation.

WelTec or Whitireia may contact you via telephone, post, email and/or text message regarding your enrolment.

You may see information Whitireia and WelTec have collected about you and you have the right to amend any errors.

DECLARATION

I hereby apply for enrolment as a student at the Wellington Institute of Technology ('WelTec') and, if accepted, I agree to comply with the Academic Statute, Student Code of Conduct, and related policies on the WelTec website: www.weltec.ac.nz

I acknowledge my responsibility to be aware of the Programme Regulations and examination entry dates, including any external examinations related to my study. I declare that all information I have supplied on this form and any attached documentation to be true and complete and I acknowledge that WelTec may cancel my enrolment if false information has been supplied, or required information is not supplied by the due start date of the programme.

I have read and understood the provisions of the Privacy Act, as outlined in this Enrolment Form and I authorise the institute to collect, use and disclose the information in this form to StudyLink.

I acknowledge that if I opt into SMART, my personal information will be held by my local library and by other libraries in the Wellington region.

I understand that WelTec and Whitireia capture photographs and videos of events, activities and classroom situations where I may be present and I agree that my image can be used for WelTec and Whitireia marketing where the image is of a group setting. I understand I have the right to refuse permission if the image focuses on me as an individual and I undertake to advise the photographer, videographer or staff member if I do not want my likeness to be captured or used.

If accepted, I undertake to pay all fees and any course related costs as they become due and to meet any late fees and collections charges associated with debt recovery.

I AM 18 OR OVER

I declare that I am 18 years of age or over and confirm that I am the person named on this form.

Signature

Date

Name of Applicant

I AM UNDER 18

I declare that I am under the age of 18 years and confirm that I am the person named on this form.

Signature

Date

Name of Applicant

I declare that I am the parent/guardian of the applicant named on this form who is under the age of 18 years. I approve this application and undertake to pay the fees and any course related costs (including all unreturned library items), as they become due.

Signature of Parent/Guardian

Date

Name of Parent/Guardian

Address (if different from applicant)

Home Phone

