



Please provide  
a recent  
photograph of  
yourself

## International Student Application Form

### STUDENT DETAILS

Family Name (as on passport):

First Names (as on passport):

Preferred Name (E.g. Chris):

Gender:  Male  Female

Birth Date:            /        /        (day/month/year)

Student's Email:

Entry Level:

- |                                 |                                  |                                  |                                  |                                  |
|---------------------------------|----------------------------------|----------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> Year 9 | <input type="checkbox"/> Year 10 | <input type="checkbox"/> Year 11 | <input type="checkbox"/> Year 12 | <input type="checkbox"/> Year 13 |
| 13-14 years old                 | 14-15 years old                  | 15-16 years old                  | 16-17 years old                  | 17-18 years old                  |

For which terms will you enrol to study at Nayland College (please tick as many boxes as you wish):

2017

- Term 1    31 January – 13 April  
 Term 2    1 May – 7 July  
 Term 3    24 July – 29 September  
 Term 4    16 October – 1 December (Year 11-13)  
            or 8 December (Year 9 and 10)

2018

- Term 1    30 January – 13 April  
 Term 2    30 April - 6 July  
 Term 3    23 July – 28 September  
 Term 4    15 October – 30 November (Year 11-13)  
            or 7 December (Year 9 and 10)

Are you transferring from another school in New Zealand?  Yes  No

If yes, please state which school:

### PASSPORT DETAILS

Nationality:

Passport Number:

Expiry Date:

Country of Birth:

Are you applying for permanent residency?

Yes  No

### PARENT INFORMATION

Mother's Last Name:

Father's Last Name:

Mother's First Name:

Father's First Name:

Address:

Address (if different):

Home Phone Number:

Home Phone Number:

Work Phone Number:

Work Phone Number:

Email Address:

Email Address:

Speaks English:  Yes  No

Speaks English:  Yes  No

**AGENT'S DETAILS** (if you have one)**NZ CONTACT** (if you have one)**Agency Name:****Name:****Contact Person:****Relationship to Student:****Address:****Address:****Phone Number:****Phone Number:****Email Address:****Email Address:****ALTERNATIVE EMERGENCY CONTACT****Name:****Relationship:****Address:****Home Phone Number:****Cell Phone Number:****Email Address:****TRAVEL AND MEDICAL INSURANCE**

**I will take out medical and travel insurance and will send Nayland College a copy of the policy in English before I leave my home country**  **Yes**  **No**

**If NO, do you want Nayland College to help you with this?**  **Yes**  **No**

Nayland College holds a Master Policy with Uni-Care International Ltd and we recommend that you allow us to arrange suitable cover under this policy.

**REFUNDS AND CANCELLATION POLICY**

To be eligible for a refund an application must be made in writing to the Board of Trustees by the parent or legal guardian stating clearly the reason for the withdrawal of the student.

If the withdrawal is made prior to the student coming to New Zealand a full refund shall be made less \$550.00 administration fee.

There will be no refund if a request to withdraw is made after the student has reached the mid-point of his/her programme of study in New Zealand other than in exceptional circumstances.

In determining any refund the Board of Trustees will take into consideration the special circumstances of the withdrawing student and

- costs already incurred by the college;
- the salaries of the teachers and support staff and any other components of the fee already committed for the duration of the course;
- an amount, which covers use of the facilities and resources to date of withdrawal;
- the proportion of the Government levy the school is required to pay

No refunds will be made to any students who -

- Transfers to another school or educational institution
- Is asked to leave because of their misbehaviour, poor attendance or violation of the contract with the school

Homestay fees not used will be refunded, less any fees due to lack of notice (usually 2 weeks) and any expenses incurred prior to departure that have not been paid for.

## ACCOMMODATION

**Do you require homestay accommodation?**       **Yes**       **No**

**If you do NOT want Nayland College to arrange accommodation with a homestay please fill in this section.** Please Note: Permission for alternative arrangements can only be given on receipt of an "Indemnity Document for Students living with Designated Caregiver" form signed by your parents, stating that your parents take full responsibility for your placement with another family member or close family friend. This accommodation must be approved by the school before you arrive and adults over the age of 18 years living in the house will be police checked (the school arranges this when they visit).

**Name of Caregiver:**

**Relationship to Student:**

**Address:**

**Home Phone Number:**

**Cell Phone Number:**

**Email Address:**

**If YES and you require homestay accommodation, please fill out the information below:**

**Are there any special requests you have with regards to your Homestay situation?**

**Do you like being with young children (under 5yrs)?**

**Yes**

**No**

**Will you accept a household with cats**

**Yes**

**No**

**Will you accept a household with dogs**

**Yes**

**No**

**Are you a smoker?**

**Yes**

**No**

**Do you have any specific dietary requirements (e.g. vegetarian...etc.):**

**Do you have any religious affiliations?**

**Yes**

**No**

**If yes, please specify:**

**Are you prepared to discuss problems openly with your host family and accept their rules?**

**Yes**

**No**

**Are you willing to take part in your homestay family's activities?**

**Yes**

**No**

**Is there any further information that you would like to provide that would assist us in finding the best possible homestay for you?**

**Please list any Hobbies, Interests or Sports you are involved in or would like to be involved in:**

## HEALTH INFORMATION *(to be completed by a parent)*

Please tick the box for any medical condition(s) your child has had or does suffer from:

- |                |                          |                 |                          |                    |                          |             |                          |
|----------------|--------------------------|-----------------|--------------------------|--------------------|--------------------------|-------------|--------------------------|
| Asthma         | <input type="checkbox"/> | Diabetes        | <input type="checkbox"/> | Hepatitis A or B   | <input type="checkbox"/> | Chicken Pox | <input type="checkbox"/> |
| Allergies      | <input type="checkbox"/> | Glandular Fever | <input type="checkbox"/> | Heart Conditions   | <input type="checkbox"/> | Measles     | <input type="checkbox"/> |
| Bee Stings     | <input type="checkbox"/> | Hayfever        | <input type="checkbox"/> | Migraines          | <input type="checkbox"/> | Mumps       | <input type="checkbox"/> |
| Food Allergies | <input type="checkbox"/> | Epilepsy        | <input type="checkbox"/> | Neck/Back problems | <input type="checkbox"/> | Other       | <input type="checkbox"/> |

Please explain (any of) the above condition(s) your child suffers from:

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Is your child taking any medication?  Yes  No

If yes, please list and explain any prescription medications that your child is required to take:

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Has your child had any allergic reactions?  Yes  No

If yes, was it  Mild  Moderate  Severe  Required Medication

Please explain what the reaction was to and any medication required:

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Does your child carry an EPI pen?  Yes  No

Is your child allowed Paracetamol?  Yes  No

Is your child allowed Ibuprofen  Yes  No

Are there any other physical or mental health conditions or concerns that would place your child at risk ? (e.g.: depression, anxiety, eating disorders...etc.)  Yes  No

If yes, please list and explain:

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Does your child have any learning or behavioural needs? (e.g. dyslexia...)  Yes  No

If yes, please explain:

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Has your child had a Tetanus vaccination  Yes  No

If yes, what was the date of the last vaccination (dd/mm/yy)

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## SUBJECTS CHOICES

Please list your subject choices below. English language standards are required for entry into the academic courses and some subjects have a placement test.

**Final class and year level placement will be at the discretion of Nayland College**

Nayland College will work hard to provide you with the subjects that you request. But please be aware you might not get your preferred options as some classes may be full. Entry to some subjects is subject to availability and students starting in terms 2, 3 and 4 may have limited choices due to classes being full.

### Year 9

All Year 9 students study the eight compulsory [core subjects](#).

All Year 9 students will take TWO of these [extensions](#) – one each half of the year.

### Year 10

All students study the six compulsory [core subjects](#)

All student must choose their [extensions](#), either; two full-year subjects or one full-year and two half-year subjects or four half-year subjects

**Year 11 and 12** students must do [6 subjects](#)

**Year 13** students must do at least [5 subjects](#)

Subject	Year level (9, 10, 11, 12, 13)
1. English/Intermediate English/ESOL	
2.	
3.	
4.	
5.	
6.	
<b>Additional options</b> (if my preferred subjects are not available)	
7	
8	

## ENROLMENT CONTRACT

**Nayland College requires that the following undertakings be agreed to by the parents or legal guardian on behalf of themselves and the enrolling student. In return Nayland College will provide tuition in accordance with the New Zealand Education (Pastoral Care of International Students) Code of Practice 2016 and the laws of New Zealand**

We would like to enrol our son/daughter ..... (full name) at  
Nayland College from .....(dd/mm/yy) to .....(dd/mm/yy)

- We understand that the student must comply with the rules and policies of Nayland College and with reasonable instructions of the teachers of the school.
- We understand that the student must adhere to the laws of New Zealand
- The same school and homestay policies and rules apply to all international students, regardless of age (e.g. even if they are over 18 years of age) while holding a visa for Nayland College
- We confirm that the information provided is correct and complete and we will advise the College if anything changes.
- We understand that students may have the opportunity to participate in a number of Education Outside the Classroom (EOTC) activities; including the possibility of Outdoor Education classes, sporting events and trips to various local features. We understand that these activities are voluntary and that there are risks associated which cannot be completely eliminated. We understand that the school will identify any foreseeable risks or hazards and implement correct management procedures to eliminate, isolate or minimise those hazards. We give permission for our child to participate in all EOTC activities that they choose.
- We understand that students may take part in activities organised by homestay families and may attend tours run by approved organisations specifically for International students.
- Students are not permitted to travel independently or unsupervised outside the Nelson area while holding a student visa for Nayland College
- Students are not permitted to drive any vehicle holding a student visa for Nayland College
- In the event of an emergency arising in circumstances when medical treatment, including surgery, appears necessary for our child and reasonable efforts to consult us first have not been successful, we hereby authorise Nayland College, to act on our behalf for the purpose of authorising such treatment in our absence
- We are aware that there are costs associated with a number of College activities. We undertake to pay these costs before the activity takes place, unless we have made other arrangements with the College.
- It is understood that the school has consent, **unless advised otherwise**, to publish photographs and/or video images of the student and/or their work. These images may appear in school publications such as: newsletters, prospectus, magazines, our website and other promotional material.
- This Agreement is subject to the Student being placed in accommodation that is approved by the School. The School will make every reasonable attempt to provide approved accommodation for the Student and the Student agrees to comply with all expectations and conditions for living in School approved accommodation.
- The parties agree that all relevant provisions of the Education Act 1989 shall apply to the student in New Zealand. Any decision under these provisions to expel or exclude the Student will follow the Ministry of Education's guidance for school's on stand-downs, suspensions, exclusion and expulsion and shall terminate this Agreement.
- The contract is current for the dates requested above and maybe renewed subject to satisfactory performance and attendance. The issuing of an invoice for a new period of tuition, and the receipt of fees for that period will be understood by both parties to constitute renewal of this contract for the period for which the tuition fees have been paid

***(Please contact the school if you do not understand or need help with this contract)***

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We confirm that we have read, understood and will comply with the terms set out in this application and the “**School Rules and Conditions of Enrolment for International Students**” on our website and understand that our studentd’s failure to comply with the school rules may result in our child’s removal from Nayland College. We have kept a copy of these rules for our own records.

**Parent’s Name:** \_\_\_\_\_ **Parent’s Signature:** \_\_\_\_\_

\_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent’s Name:** \_\_\_\_\_ **Parent’s Signature:** \_\_\_\_\_

\_\_\_\_\_ **Date:** \_\_\_\_\_

I \_\_\_\_\_ (**student**) have read and understand the conditions of being an International Student at Nayland College and agree to follow the rules of the school and the country

**Signed:** \_\_\_\_\_ (*student’s signature*) **Date:** \_\_\_\_\_

**Nayland College:** \_\_\_\_\_ (on behalf of the School)

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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Nayland College has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the New Zealand Qualifications Authority. Copies of the Code are available on request from this institution or from their website at [www.nzqa.govt.nz](http://www.nzqa.govt.nz)

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Please send completed application form to:

**Postal:**  
International Department  
Nayland College  
166 Nayland Road  
Stoke  
Nelson 7011  
New Zealand

**Email:**  
[xtend@nayland.school.nz](mailto:xtend@nayland.school.nz)

**Fax:**  
+64 35473498

***Thank you for choosing Nayland College***

***Young people leaving Nayland as confident, adaptable contributors***