

Domestic Enrolment Form

INSTRUCTIONS

The purpose of this enrolment form is to get from you the information we need to enrol you into a programme at the College. We also need to collect information from you that is required by the Ministry of Education, Tertiary Education Commission and other Government agencies for statistical and administrative reasons. Please fill in the form properly by:

- Completing all sections of the form.
- Printing your answers clearly in pen, or ticking the box that applies for multi-choice questions.
- Signing the form.
- Attaching to the form additional documentation that is required (see checklist)

A - STUDENT TO COMPLETE THIS SECTION

Programme you are applying for: _____

Have you studied at The College of Future Learning before? Yes No

PERSONAL DETAILS

Family Name: _____

Title: Ms Miss Mrs Mr

Given Name(s): _____

Preferred name: _____

Previous/Maiden Name(s) _____

**You do not need to provide your IRD number if you do not have a student loan/allowance, and do not intend to apply for one*

Male Female Date of Birth: IRD Number: - -

If you have a NZQA/National Student Number, please write here - -

Home Address: _____

Postcode: _____

Mobile: _____

Phone: _____

Email: _____

Term Address (if differs from Home Address): _____

Postcode: _____

Mobile: _____

Phone: _____

**Please note that you are required to notify the College of any change in your contact details or type of accommodation*

CITIZENSHIP

Tick the box which describes your citizenship:

New Zealand Citizen NZL

New Zealand Permanent Resident NZP

Australian Citizen/ Permanent Resident AUS

ETHNICITY

What ethnic group(s) do you belong to? You may tick up to three boxes:

111 NZ European/Pakeha

331 Tongan

121 British/Irish

371 *Other Pacific Peoples

211 New Zealand Māori

341 Niuen

128 Australian

129 *Other European

311 Samoan

351 Tokelauen

511 Middle Eastern

414 *Other Southeast Asian

321 Cook Island Māori

361 Fijian

521 Latin American

444 *Other Asian

531 African

611 *Other

If Other please specify: _____

If you identified as NZ Māori, what is the name of your iwi? You may enter more than one iwi. If you do not know your iwi, please enter "Don't Know".

1. _____ 2. _____ 3. _____

OCCUPATION | ACTIVITY

What was your MAIN activity or occupation in New Zealand at the 1st October last year? Tick only one box.

01 Secondary school student

05 University student

09 Overseas (irrespective of occupation)

02 Non-employed or beneficiary (excluding retired)

06 Polytechnic or Institute of Tech student

11 Private training establishment student

03 Wage or salary worker

08 House-person or retired

12 Wānanga student

04 Self-employed

SECONDARY | HIGH SCHOOL | COLLEGE

Name of the last high school you attended? (State "Overseas", if applicable). _____

What was your last year at high school?

Highest level achieved at secondary school? (Tick only one box).

00 No secondary qualifications

13 NCEA Level 2 or 6th Form Certificate

14 University Entrance

11 14 or more credits at any level

15 NCEA Level 3 or Bursary or Scholarship

09 *Overseas qualification (includes Inter. Bacc. & Cambridge Exams)

12 NCEA Level 1 or School Certificate

98 * Other

Please specify if "Overseas qualification" or "Other". _____

TERTIARY STUDY

Is this your first year to enrol in a Tertiary Programme in New Zealand or overseas? *Do not include enrolments in STAR, community or hobby classes.* Yes No

If you answered “No”, please enter first year of your enrolment.

ENGLISH LANGUAGE

Is English your first language? Yes No If you answered “No”, please complete this section

What is your first language? _____

MEDICAL CONDITIONS & DISABILITIES

Emergency/Alternative Contact Name: _____

Address: _____

Phone: _____

Email: _____

Relationship: _____

Do you live with the effects of significant injury, long term illness, or disability? The information you supply is confidential. No Yes If “Yes”, how would you describe your impairment, disability, or long term medical condition: _____

DOCUMENTATION

To qualify as a **domestic student**, and so be entitled to the Government tuition subsidy, you must be:

- A citizen of New Zealand (including students from the Cook Islands, Tokelau, or Niue who have New Zealand citizenship),
- or a permanent resident of New Zealand,
- or a citizen or permanent resident of Australia residing in New Zealand.

You must provide evidence of citizenship or permanent residency and to do so you must produce one of the following:

- Birth certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue.
- An assertion through RealMe® that you were born in New Zealand (prior to 2005).
- New Zealand passport.
- A statement of Whakapapa, including date of birth, countersigned by a kaumatua.
- Certificate of citizenship or letter of confirmation.
- Overseas passport with residency stamp.
- Australian learners who are living in New Zealand must supply one of the following documents: birth certificate, Australian passport, or current a Returning Resident's Visa if you are an Australian permanent resident.

Bring the original documentation to the College or a certified copy.

Please note that your name, date of birth and residency as entered on this enrolment form will be included in the National Student Index, if not already registered, and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information please see <http://nsi.education.govt.nz/home.aspx>.

DECLARATION

Please read this declaration carefully before signing it. It is an offence under the Crimes Act 1961 to make a false declaration.

1. I understand this enrolment is conditional upon my achieving pre-requisites for entry to this level/stage of the programme.
2. I have read and accept the information on **page 5** as described in this form.
3. I accept and agree to abide by the rules and regulations of FutureCOL.
4. I agree that if I default on any of the terms of agreement, the Emergency/Alternative contacts details may be passed on for use by a debt collection agency or solicitor.
5. I accept the fees payable for this programme and the breakdown of costs. I understand that not further breakdown of costs will be available.
6. I understand that FutureCOL has the right to decline me as student from attending a programme if deemed unsuitable in the first 10 working days.
7. I understand that completing this enrolment does not guarantee a place on the programme until I receive confirmation that I have been accepted.

SIGN HERE

Declaration - I declare that to the best of my knowledge all the information supplied on, and with, this enrolment form is true and complete, I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above.

Signature: _____ Date:

As a parent/guardian of applicant under 18 years I approve this enrolment and undertake to pay the fees as they become due.

Signature: _____ Name (please print): _____

Date: Address (if different from applicant): _____

APPLICATION | ENROLMENT is now ready to either:

POST: PO Box 311, HASTINGS 4156 HAND IN: 304-308-Ellison Road, EMAIL: reception@futurecol.ac.nz

USE OF INFORMATION AND PRIVACY STATEMENT

FutureCOL collects and stores information from this form to:

- Manage the business of FutureCOL (including internal reporting, administrative processes and selection of scholarship).
- Comply with the requirements of the Education Act 1989 and other legislation relating to maintenance of official records and accountability for public funding.
- Supply information to government agencies and other organisations as set out below.

FutureCOL may add your personal details (name, date of birth, gender and residency) to the National Student Index, which is managed by the Ministry of Education.

Supply of information to government agencies and other organisations

FutureCOL supplies data collected on your enrolment to government agencies, including:

- The Ministry of Education
- The New Zealand Qualifications Authority
- The Tertiary Education Commission
- The Ministry of Social Development (StudyLink): in relation to student loans and allowances

Those agencies use the data supplied by tertiary education organisations 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. Integrated data is used for the production of official statistics, to inform policy advice to government and for research purposes.

When required by law, FutureCOL releases information to government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC).

Information collected on this form may be supplied to other educational organisations for the purpose of verifying academic records.

In signing this enrolment form you authorise such disclosure on the understanding that FutureCOL 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.

You may request to see any information held about you and request that any errors in that information be amended or noted. To do so, contact the Student Administrator.
