

**KIA ORA!** Thank you for choosing to study with Nelson Marlborough Institute of Technology (NMIT)

# International Application/Enrolment Form

Please complete ALL sections, in English, by printing in CAPITAL LETTERS. Scan and email the application form and certified copies of all required documents to: [international@nmit.ac.nz](mailto:international@nmit.ac.nz) or mail to the address at the end of this form.

## Personal details

Surname	<input type="text"/>	Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms
First Name	<input type="text"/>	Other title, please state below	<input type="text"/>
Middle Names	<input type="text"/>		
Preferred Name	<input type="text"/>	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Another Gender
Previous Surname if different	<input type="text"/>	Date of Birth	<input type="text"/>
Passport Number	<input type="text"/>	Issuing Country	<input type="text"/>
Passport Expiry Date	<input type="text"/>	NSI Number	<input type="text"/>
Home Address	<input type="text"/>		
Results will be sent to your home address, unless otherwise advised	<input type="text"/>		
	Postcode	<input type="text"/>	
Mobile Telephone Number	<input type="text"/>	Telephone Number	<input type="text"/>
Email (please write in caps)	<input type="text"/>		

### WHO SHOULD WE CONTACT IN CASE OF EMERGENCY?

Emergency Contact Person	<input type="text"/>	Relationship	<input type="text"/>
Emergency Contact Number	<input type="text"/>	Email	<input type="text"/>

## Agent Details (if applicable)

Counsellor Name	<input type="text"/>	Agent Stamp	<input type="text"/>
Company Name	<input type="text"/>		
Address	<input type="text"/>		
	<input type="text"/>		
	Postcode		
Mobile Telephone Number	<input type="text"/>	Telephone Number	<input type="text"/>
Email	<input type="text"/>		

## Visa history

Have you ever been refused a visa/permit to visit, work, study or reside in any country?

Yes  No

If yes, please attach documentation.

Have you ever been deported from, or overstayed a visa in any country?

Yes  No

If yes, please attach documentation.

## Programme of study

I wish to study the following qualification:

Programme Name

Start Date Month  Year

Venue  Nelson  Marlborough  Woodbourne  Offshore Online

If applying for English Language select intake date (please refer to nmit.ac.nz for English Language intake dates):

Intake Date  Number of weeks of study

## Academic qualifications

Please include certified copies of both your secondary and tertiary academic transcripts and your final award.

Highest qualification gained  Level

Name of institution  Country

### ENGLISH LANGUAGE PROFICIENCY

Please include certified copies of your English Language Test Results and/or English Language qualifications.

IELTS	<input type="text"/>	Overall Score	<input type="text"/>	Date of Assessment
TOEFL	<input type="text"/>	Overall Score	<input type="text"/>	Date of Assessment
PTE	<input type="text"/>	Overall Score	<input type="text"/>	Date of Assessment
OET	<input type="text"/>	Overall Score	<input type="text"/>	Date of Assessment

## Learning and physical needs

NMIT offers support to students with disabilities, health conditions and learning needs. The information you provide is confidential. Disclosure of information will not influence your acceptance on the programme.

Do you live with the effects of significant injury, long term illness, or disability?  Yes  No

Do you have:

any physical health condition? (e.g. allergies, epilepsy, asthma)  Yes  No

any mental health condition? (e.g. anxiety, depression, brain injury)  Yes  No

any reading, writing, concentration, or sensory needs? (e.g. dyslexia, autism, ADHD)  Yes  No

any physical disability? (e.g. mobility, visual or hearing impairments)  Yes  No

any need for assistance during an emergency evacuation?  Yes  No

What specific conditions do you have?

What support do you want?

Do you want NMIT support staff to contact you to discuss support options?  Yes  No

## Medical and travel insurance

The New Zealand Ministry of Education, through the Code of Practice for the Pastoral Care of International Students, requires that all International Students must have appropriate medical and travel insurance for the duration of their planned study in New Zealand. For more information please visit [minedu.govt.nz](http://minedu.govt.nz).

NMIT will automatically arrange insurance coverage for all students. Students can choose their own insurance company, however it must comply with the minimum standards required by the Code of Practice for the Pastoral Care of International students. If you arrange your own insurance cover, you must supply your Certificate of Insurance and Schedule of Cover, in English, to the Information and Enrolment Centre. Once the insurance policy is evaluated and confirmed as meeting the minimum standards required by the Code of Practice for Pastoral Care the policy taken out by NMIT on behalf of the student will be cancelled with the fees refunded to the student. Please be aware that if you do not provide a satisfactory insurance policy, you will be required to take out a default policy prior to commencing the study programme.

NMIT has arrangements with Marsh Ltd (in association with Vero) a New Zealand based provider who has specific policies for International Students. The policy is called Studentsafe. More information about Studentsafe can be found by following this link on the NMIT website at [nmit.ac.nz/international/helpfuladvice](http://nmit.ac.nz/international/helpfuladvice). Once we receive payment of the insurance fee, your insurance will be arranged. The commencement date of your policy will be set to the date you depart for New Zealand.

I would like NMIT's insurance cover  Yes  No Option:  Single  Couple  Family

## Declaration

The Nelson Marlborough Institute of Technology (NMIT) has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the New Zealand Ministry of Education. Copies of the code are available by request from NMIT or from the New Zealand Ministry of Education website at [minedu.govt.nz](http://minedu.govt.nz).

- I agree that if the International Student Advisor has concerns regarding my welfare, safety or behaviour, after discussing them with me they can contact my parents, guardians or educational agent to discuss appropriate courses of action.
- I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above.
- I understand that if I have supplied false information or do not comply with the rules and regulations of NMIT, my Offer of Place may be cancelled.
- I have read and understood the International Student Fees, Charges and Refunds conditions in the International Prospectus.
- I have read and understood the above and I confirm that to the best of my knowledge all the information supplied on, and with, this application form is true and correct.
- I understand that occasionally we have to cancel or move a start date for a programme or course due to insufficient enrolments. If this happens we will contact you and do our best to accommodate your needs. This may be to move you to a future start date or to provide a refund.

I  (print name) confirm I have read and completed this form myself.

Signature

Date

Parent or guardian's signature if applicant is under 18 years of age:

Signature

Date

## Application checklist

Your application will be processed **ONLY** when we have received all required documentation.

PLEASE use this checklist to ensure you have included certified copies of all items. Thank you.

Please ensure you have completed all the required sections of this form. (Please do not send original documents - send certified copies only).  
Have you included:

- Photocopy of your passport
- Certified English translations of your academic records, including your academic transcripts for both secondary and tertiary study and a copy of your final award for your diploma or degree, and other qualifications (as applicable)
- Certified copy of an IELTS, TOEFL, PTE or OET result sheet, or other proof of English proficiency
- References, portfolio or any other additional information if required, for specific programme entry
- Signed the Declaration?

## Application submission

Email your scanned and completed application form including scanned copies of all required documentation to: [international@nmit.ac.nz](mailto:international@nmit.ac.nz)

OR mail it to the postal address below:

**Nelson Marlborough Institute of Technology**

International Information and Enrolments  
Private Bag 19, Nelson 7042  
New Zealand

Telephone +64 3 546 9175 | Fax +64 3 546 3325 | Email [international@nmit.ac.nz](mailto:international@nmit.ac.nz)

**Thank you** We look forward to welcoming you to NMIT soon.

**FOR OFFICE USE ONLY** Signature (Enrolments)

Date

If you have a query regarding your application, we are happy to help. Please contact us

Phone +64 3 546 9175 Fax +64 3 546 3325

Email [international@nmit.ac.nz](mailto:international@nmit.ac.nz) | [nmit.ac.nz](http://nmit.ac.nz)