

# Kia Ora! Welcome to the Nelson Marlborough Institute of Technology (NMIT)

## Application/Enrolment Form

This application/enrolment form is for all enrolments except where the re-enrolment and short course forms apply. Information supplied on this form is required to complete an enrolment at NMIT and for Ministry of Education statistics. Please note that your name, date of birth and residency as entered on this enrolment will be included in the National Student Index, and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information please see [www.nsi.govt.nz/ima](http://www.nsi.govt.nz/ima)  
Nelson Marlborough Institute of Technology reserves the right to cancel this programme subject to numbers, with a full or partial refund ( as may be appropriate ) of any fees paid for this programme. The requested programme may be subject to further entry criteria which does not necessarily guarantee a programme place.

### PERSONAL DETAILS

Surname	<input type="text"/>	Title	<input type="text"/> Mr <input type="text"/> Mrs <input type="text"/> Ms <input type="text"/> Miss <input type="text"/> Other
First Names	<input type="text"/>	Gender	<input type="text"/> F <input type="text"/> M
Preferred Name	<input type="text"/>	Date of Birth	<input type="text"/> Day <input type="text"/> Month <input type="text"/> Year
Previous Name (If different)	<input type="text"/>		
Home address (Results will be sent to your home address, unless otherwise advised)	<input type="text"/> <input type="text"/> <input type="text"/>	Term address (If different from home address)	<input type="text"/> <input type="text"/>
	<input type="text"/> Postcode <input type="text"/>		<input type="text"/>
Phone Number	<input type="text"/> Day <input type="text"/> Night	Phone Number	<input type="text"/> Day <input type="text"/> Night
Mobile	<input type="text"/>	Fax	<input type="text"/>
		Email	<input type="text"/>

### PLEASE COMPLETE IF YOU CAN

NMIT Student ID	<input type="text"/>	National Student Identity (NSI) or NZQA No.	<input type="text"/>
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### IRD NUMBER

If you have a student loan or anticipate applying for one this year, please fill in your Inland Revenue number.

IRD Number

This information will be forwarded to the Ministry of Education, who will then provide it, along with your full-time or part-time study status to the Inland Revenue Department. They will use this information to assess your eligibility and action your student loan interest write-off.

### PROGRAMME DETAILS

Programme Name	<input type="text"/>
Start Date	<input type="text"/>

Please ONLY complete this section if you know which courses you are taking for your programme.  
(If you have been forwarded a selection sheet please complete and attach it to this form.)

CODE	COURSE	SEM	CODE	COURSE	SEM
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



## PAYMENT OF FEES

Confirmation of enrolment - will be provided in the form of an invoice.

Fee payments - fees must be paid in full before the start of your programme, as specified in NMIT's Guide to Application/Enrolment.

Payment by employer - written confirmation of payment by an employer or other organisation must accompany the application/enrolment form.

Student loan - if paying by student loan please lodge an application with StudyLink prior to the start of your programme. Please phone 0800 88 99 00 for advice.

How will you pay for your study?

Student Loan Scheme	<input type="checkbox"/>	Cash/Cheque/EFTPos	<input type="checkbox"/>	Creditcard	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	Amount Paid	<input type="text"/>
WINZ Training Incentive Allowance	<input type="checkbox"/>	Order form from approved company (Order form must be attached)	<input type="checkbox"/>	Card Holder	<input type="text"/>			
				Card No	<input type="text"/>			
				Expiry Date	<input type="text"/>			
				Signature	<input type="text"/>			

## CITIZENSHIP

It is a Ministry of Education requirement that you **MUST** provide a verified copy of your birth certificate or other evidence of permanent residency to verify your status as a domestic student.

NZ Citizen  NZ Permanent Resident  Australian Citizen or Permanent Resident  Other

If Other, write down your country of citizenship:

(For students with dual citizenship, specify the country of citizenship of the passport used to enter New Zealand.)

## ETHNICITY

With which of the following ethnic groups do you identify? (You may tick up to three boxes)

New Zealand/European/Pakeha	<input type="checkbox"/>	Niuean	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	Indian	<input type="checkbox"/>
New Zealand Māori	<input type="checkbox"/>	Samoan	<input type="checkbox"/>	Other Pacific Island	<input type="checkbox"/>	<input type="text" value="Please specify"/>	
Cook Island Māori	<input type="checkbox"/>	Tokelauan	<input type="checkbox"/>	Other Asian	<input type="checkbox"/>	<input type="text" value="Please specify"/>	
Fijian	<input type="checkbox"/>	Tongan	<input type="checkbox"/>	Other	<input type="checkbox"/>	<input type="text" value="Please specify"/>	

For New Zealand Māori, please identify your Iwi. (You may list more than one.)

Please indicate the city or region you were living in before enrolling on this programme.

### North Island

<input type="checkbox"/> Northland	<input type="checkbox"/> Auckland	<input type="checkbox"/> Hamilton	<input type="checkbox"/> Bay of Plenty	<input type="checkbox"/> Coromandel	<input type="checkbox"/> Taranaki
<input type="checkbox"/> Manawatu	<input type="checkbox"/> Central Nth Is	<input type="checkbox"/> Hawke's Bay	<input type="checkbox"/> Wairarapa	<input type="checkbox"/> Wellington	<input type="checkbox"/> Kapiti Coast

### Nelson Region

<input type="checkbox"/> Nelson	<input type="checkbox"/> Motueka	<input type="checkbox"/> Golden Bay	<input type="checkbox"/> Murchison	<input type="checkbox"/> Tapawera
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### Rest of South Island

<input type="checkbox"/> West Coast	<input type="checkbox"/> Marlborough	<input type="checkbox"/> Kaikoura	<input type="checkbox"/> Christchurch	<input type="checkbox"/> Nth Canterbury	<input type="checkbox"/> Timaru
<input type="checkbox"/> Sth Canterbury	<input type="checkbox"/> Dunedin	<input type="checkbox"/> Otago	<input type="checkbox"/> Southland		

Other



## STATISTICAL INFORMATION

What was the last secondary school you attended?   
(State "overseas", if applicable.)

In what year did you leave?

What is the highest level of achievement you hold from secondary school? (Tick only one box)

- |  |                          |  |                          |
|--|--------------------------|--|--------------------------|
| No formal secondary qualification                        | <input type="checkbox"/> | Entrance qualification from Bursary exam                         | <input type="checkbox"/> |
| NCEA 1 or School Certificate in one or more subjects     | <input type="checkbox"/> | A or B Bursary or NCEA 3   | <input type="checkbox"/> |
| NCEA 2 or Sixth Form Certificate in one or more subjects | <input type="checkbox"/> | University Scholarship   | <input type="checkbox"/> |
| NCEA University Entrance Standard or University Entrance | <input type="checkbox"/> | Overseas qualification (includes International Baccalaureate)    | <input type="checkbox"/> |
| Higher School Certificate                                | <input type="checkbox"/> | Other (Please specify if "Overseas award" or None of the above") | <input type="text"/>     |

What was your MAIN activity or occupation at 1 October last year? (Tick one box only)

- |   |                          |                              |                          |  |                          |
|---|--------------------------|------------------------------|--------------------------|--|--------------------------|
| Secondary school student  | <input type="checkbox"/> | University student           | <input type="checkbox"/> | Wananga student                        | <input type="checkbox"/> |
| Registered unemployed or other beneficiary (excluding retired) (e.g. DPB, sickness) | <input type="checkbox"/> | Polytechnic student          | <input type="checkbox"/> | Private training establishment student | <input type="checkbox"/> |
| Wage or salary earner   | <input type="checkbox"/> | College of Education student | <input type="checkbox"/> | Overseas (irrespective of occupation)  | <input type="checkbox"/> |
| Self-employed   | <input type="checkbox"/> | House-person or retired      | <input type="checkbox"/> | Other                                  | <input type="text"/>     |

## EMERGENCY CONTACT DETAILS

In an emergency, who do you want us to contact? (Optional)

Name

Mobile

Phone No

Day

Night

Address

Relationship to you

## STUDENT SUPPORT / MEDICAL DETAILS

Do you wish to be contacted by one of the following support staff?

Yes  No

Study Support

Kai Takawaenga  
(Māori Liaison Officer)

Disability Coordinator

This information is confidential and is used for statistical purposes and to enable us to provide support, if required.

Do you live with the effects of significant injury, long term illness, or disability?

Yes  No



## CONTRACT DETAILS

Main venue of study  Nelson  Marlborough

Other

Do you expect to finish your qualification this year?  Yes  No

If yes, which semester?  One  Two

Have you studied at NMIT before?  Yes  No

## APPLICATION INFORMATION

Will this be the first year you have ever enrolled in an Institute of Technology, University, Polytechnic, College of Education, Private Training Establishment, or Wananga either in New Zealand or overseas since leaving school? Do not include enrolments in community or hobby classes.

Yes  No

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

If you have no qualifications, please tick here and leave the rest of this section blank.

Please give your marks/grades, where possible of your highest educational qualification and attach a copy of your NZQA Record of Learning, if applicable.

Include verified copies of examination results, if required by the programme you are applying for. Please check your programme brochure. (Do not provide originals.)

NCEA 1  
School Certificate,  
or equivalent

Subjects studied	Grade/Mark	Year

NCEA 2  
Sixth Form  
Certificate,  
or equivalent

Subjects studied	Grade/Mark	Year

NCEA 3  
BURSARY OR  
SEVENTH FORM  
ASSESSMENT

Subjects studied	Grade/Mark	Year



**TERTIARY STUDY  
and/or  
PROFESSIONAL  
QUALIFICATIONS**

Subjects studied	Institution	Qualification	Grade/Mark	Year

Your work experience may be relevant to admission to your chosen programme. If so, include a brief career summary here. Please also include any employer references to support your career summary. (You may continue on a separate page if you wish.)

**RELEVANT  
EMPLOYMENT  
(full-time and/or  
part-time)**

Employer	Position	Start/End Dates
Summary		

Employer	Position	Start/End Dates
Summary		

**OTHER RELEVANT  
INFORMATION**

Why have you chosen this programme? What activities are you involved in (school, community, cultural, etc.) that might help in your career and study focus? (You may continue on a separate page if you wish.)


**FIRST LANGUAGE**

English       Māori       Other



## DECLARATION AND COMPLIANCE WITH THE PRIVACY ACT 1993

### Fees

In signing this application/enrolment form you undertake to pay all fees and charges as they become due, and to meet any late fees and collection charges associated with debt recovery. Nelson Marlborough Institute of Technology's (NMIT's) policy on withdrawal and refund of fees is set out in its academic statute and further outlined in the Guide to Application/Enrolment, which may be obtained from Student Services.

### Privacy

NMIT collects and stores information from this form to comply with the requirements of the Ministry of Education (funding and student statistical returns), and other third parties, including Inland Revenue Department, Work and Income New Zealand, NMIT Students' Association and StudyLink. In signing this application/enrolment form you authorise such disclosure to third parties on the understanding that NMIT will observe the general conditions governing the release of information, as set out in the Privacy Act 1993.

### Rules

In signing this application/enrolment form you undertake to comply with NMIT's academic statute and other rules and regulations published from time to time, any requirements set out in NMIT's confirmation of enrollment letter, and to comply with all proper instructions and requirements for the enrolled course. Should NMIT receive insufficient numbers for the programme to run, you accept NMIT will be obliged to cancel the programme and will not be liable for any non-fee related costs incurred by you.

### Declaration

I declare that to the best of my knowledge all the information supplied, and with, this application/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. I understand that if I have supplied false information or do not comply with the rules and regulations of NMIT, my enrolment may be cancelled. I have read and understand the materials supplied to me relevant to my enrolled course and acknowledge that acceptance of the enrolment application by NMIT constitutes an enforceable contract between me and NMIT on the terms set out in this declaration

Signature  Date

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

Signature  Date

## CHECKLIST

# IMPORTANT PLEASE READ CAREFULLY

We want to ensure your enrolment is processed quickly. Failure to answer any of these questions will result in your application/enrolment being delayed.

Have you:

Yes

Completed all sections of this form?

Yes

Provided verified evidence of citizenship or permanent residency?

A verified copy is a photocopy of your original document signed as being a true and accurate copy by a Justice of the Peace (JP), Solicitor, a New Zealand Police Officer, Kaumatua, or a Notary Public. You can find a list of Justices of the Peace in the yellow pages of the telephone book.

Provided a verified copy of one of the following:

Birth certificate with place of birth stated as New Zealand, Cook Island, Tokelau, or Niue.

New Zealand or Australian 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.

Yes

Completed any additional programme-specific information required?

Yes

Applied for your loan if applicable?

Yes

Read the Guide to Application/Enrolment?

Yes

Signed the Declaration?

## FOR OFFICE USE ONLY

Signature (Enrolment Officer)

Date

/ /

PLEASE RETURN THIS FORM TO:  
Nelson Marlborough Institute of Technology, 322 Hardy Street, Private Bag 19,  
Nelson, New Zealand. Phone > 64-3 546 9175 Fax > 64-3 546 3325  
Email > info@nmit.ac.nz • www.nmit.ac.nz

MARLBOROUGH CAMPUS 85 Budge Street, PO Box 643, Blenheim, New Zealand  
Tel > 64-3 578 0215 • Fax > 64-3 578 0216