

Applying to the University of Auckland

Please note that international applicants are NOT required to pay the application fee outlined on page 4. Please contact us with queries on mail@studyoptions.com or 020 7353 7200.

How to apply

Complete this form on screen, or print and complete it. Please email the completed form and scans of the supporting documents listed below to mail@studyoptions.com

If you do not have access to a scanner, please take a clear photo of each page and document on your phone, and email the images to mail@studyoptions.com

If neither of these are possible please post your forms and original documents to us as hard copy. Please post to Study Options, 83 Alma Road, Clifton, Bristol, BS8 2DP.

Supporting documents required for undergraduate (bachelors) applications:

1. A photocopy of the personal details page of your passport
2. IF APPLYING BEFORE COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates/evidence of GCSE and AS Level results (or equivalents) plus details of final predicted grades. Predicted grades must be official predictions, issued on school/college letterhead and signed by an appropriate person (head of careers, head of year etc).
3. IF APPLYING AFTER COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates for GCSE and school-leaving qualifications.
4. A personal statement (please aim for a maximum of 400-500 words).

Supporting documents required for postgraduate (masters) applications:

1. A photocopy of the personal details page of your passport
2. Original academic transcripts for each year of your degree (a transcript is an official list, issued by the university, of the subjects you've studied and the grades obtained). Transcripts should carry an explanation of the university's grading system on the back. If they don't, please provide one separately.
3. Original bachelors completion certificate.
4. A CV, detailing any relevant work experience.
5. A personal statement (please aim for a maximum of 400-500 words).

Application notes

1. If further material or documents are required, Study Options will be in touch to request these after we have received and checked the application.
2. All academic documents must be submitted as originals, we can't accept photocopies. We'll make certified copies to send with your application, and will return the originals by recorded delivery. To ensure their safe arrival, please send your documents to us by recorded delivery.
3. Please use this form to apply for undergraduate (bachelor) degrees and postgraduate degrees by coursework (masters and graduate diplomas). Do not use this form if you are a research student, or if you are a citizen or permanent resident of Australia or New Zealand.

If you have any questions or problems making your application please contact a student advisor at Study Options on 020 7353 7200 or mail@studyoptions.com

SECTION B - Proposed Programme(s)

Please indicate, **in order of preference**, the programme(s) for which you are applying using the programme code from the Information Sheet enclosed. If you are applying for a double degree or more than one programme, put each programme code as a separate choice. If you are applying for a conjoint programme use a single conjoint code. Add the campus code (from the Information Sheet) and your major, minor or specialisation if applicable.

	Programme Code	Campus	Plan (Major, Minor or Specialisation)	Major/Spec	Minor
1.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>

Postgraduate only - Research area of interest

Proposed Supervisor

SECTION C - Additional Selection Criteria

There is an overall limitation on admissions in some faculties. However, consistent with Equal Educational Opportunity provisions, there are also entry schemes for some groups. Please mark the appropriate box and **fill in any additional forms required by the Faculty to which you are applying** (refer to the Faculty website or the Information Sheet).

- Māori student resident in New Zealand
 Mature student resident in New Zealand
 Pacific Island student resident in New Zealand
 Student with a disability resident in New Zealand

SECTION D - Admission Qualifications

1. Tertiary Education

It is a requirement of The University of Auckland that you **declare all tertiary level education (Polytechnic, University, College of Education etc.)** previously undertaken. **PLEASE NOTE: You must attach a verified copy** of your official academic transcripts with subjects undertaken and results. If your transcript is in a language other than English, you must provide both the original version and an English translation.

a. What is the highest tertiary qualification you have gained or attempted? *Please mark one box only.*

- Never attended a Tertiary Institution (go to D2)
 Vocational Qualification (eg. Trade Certificate)
 Degree or Diploma
 Certificate

b. Was this qualification gained or attempted in New Zealand Overseas

c. What year did you first start studying at a tertiary institution (eg. University or Polytechnic) as an undergraduate?

d. Last tertiary institution attended

e. Last year of attendance

If your last institution attended is The University of Auckland, please go to Section E – Statistical Data.

f. Please list all tertiary qualifications you have gained or attempted.

From Year	To Year	Name of Institution	Country	Qualification	Completed (Y/N)

g. Do you wish to apply for credit? Yes No

There are non-refundable application fees for credit assessment and assessment of overseas qualifications. See Section F for details.

2. Secondary Education

PLEASE NOTE: If your highest qualification is from a secondary school, **you must attach a verified copy** of your official school results. If your transcript is in a language other than English, you must provide both the original version and an official English translation.

a. Last secondary school attended

b. Last year of attendance

c. What is the highest academic qualification you hold from a secondary school? *Please mark one box only.*

- | | | |
|---|--|---|
| <input type="checkbox"/> No formal school qualification/
Less than 12 credits at level 1 (go to D3) | <input type="checkbox"/> NZ University Entrance/
National Certificate level 2 | <input type="checkbox"/> NZ A or B Bursary/
NCEA level 3 |
| <input type="checkbox"/> NZ School Certificate (one or more subjects)/12 or more
credits at level 1 or above/NCEA level 1 (go to D3) | <input type="checkbox"/> NZ Higher School Certificate/
12 - 39 credits at level 3 or above | <input type="checkbox"/> NZ Scholarship |
| <input type="checkbox"/> NZ Sixth Form Certificate (one or more subjects)/
12 or more credits at level 2 or above / NCEA level 2 | <input type="checkbox"/> NZ Entrance Qualifications from Bursary Exam/
40 or more credits at level 3 or above | <input type="checkbox"/> Other – <i>please specify below:</i> |
| <input type="checkbox"/> Cambridge International Examinations sat in New Zealand | | |
| <input type="checkbox"/> Overseas qualification (includes International Baccalaureate). <i>Please specify:</i> <input type="text"/> | | |

d. Please list all NZ Sixth Form Certificate subjects and grades and attach a verified copy

Year	Subject	Grade

e. Please list details of NCEA Level 2 results and attach a verified copy

Year	Subject	No. of Credits Achieved	Grade Ave

f. If you have sat or are sitting Bursary (NZUEBS) or NCEA level 3 enter your National Student Number (or Bursary Candidate code(s) if sat prior to 2002) and year. (Note: Do not apply for Provisional or Discretionary Entrance if you are sitting more than three Bursary or NCEA level 3 subjects.)

Year National Student Number (Candidate Code)

Year National Student Number (Candidate Code)

3. Provisional/Discretionary Entrance or Special Admission (Applies to New Zealand & Australian Citizens & Permanent Residents only.)

If you do not hold a university entrance qualification (or equivalent) from either New Zealand or overseas, you must apply for either Provisional or Discretionary Entrance (if you are aged under 20) or Special Admission (if you are aged 20 or over). Please mark the appropriate box. If you qualify for one of these categories an additional form will be sent to you.

- Provisional Entrance Discretionary Entrance Special Admission

There is a non-refundable application fee for Provisional/Discretionary Entrance and Special Admission. See Section F for details.

4. English Language Proficiency

- a. Is either English or Māori your first language? Yes - go to Section E No
- b. Have the last two years of your education been conducted in English? Yes - go to Section E No
- c. Have you sat either an IELTS (Academic) or a TOEFL test? Yes - indicate result below No - go to Section E

IELTS (Academic) result achieved Year result obtained

TOEFL result achieved TWE Year result obtained

You must attach a verified copy of your result. Note: you may be required to take an English Proficiency test.

SECTION E - Statistical Data *The University is required by law to collect the following data.*

1. Citizenship

- New Zealand Citizen Australian Citizen
- New Zealand Permanent Resident Australian Permanent Resident International Student

New Zealand and Australian Citizens must provide a **verified copy** of their Passport, Birth Certificate or Certificate of Citizenship. New Zealand and Australian Permanent Residents must provide a **verified copy** of the front page of their Passport and the appropriate visas/permits. International students must provide a **verified copy** of the front page of their Passport or Birth Certificate. Students who have enrolled at The University of Auckland since 1990 are not required to provide name, date of birth and citizenship evidence unless their name or citizenship status has changed.

2. Origin

If you are a Permanent Resident or International Student, please state the country which issued your passport.

Country

3. Ethnic Group

To which ethnic group(s) do you belong? *Maximum of three.*

New Zealand Māori

European/Pakeha or NZ European

Samoan

Iwi

Cook Island Maori

Chinese

Other Pacific Island

Tokelauan

Other Asian

Fijian

Tongan

Indian

Niuean

Other

4. Previous Occupation

What was your main activity or occupation in New Zealand as at 01 October in the year before your intended enrolment?

Secondary School student

Polytechnic student

House-person or retired

University student

Waananga student

Unemployed or other beneficiary

College of Education student

Wage or salary earner

Overseas (at 01 October)

Private Training Establishment student

Self-employed

5. IRD Number If you have a New Zealand IRD number, please state

 - -

6. Disabilities

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

Yes

No

Do you need some form of assistance from Disability Services?

Yes

No

SECTION F - Application Fees *(Applies to New Zealand & Australian Citizens & Permanent Residents only.)*

Please read this section to find out whether you need to pay a fee with this Application for Admission.

- If your highest qualification (gained or attempted) is from an overseas secondary school (including International Baccalaureate) please include NZ\$75
- If your highest qualification (gained or attempted) is from an overseas tertiary institution please include NZ\$125
- If you are applying for academic credit for study carried out at another New Zealand tertiary institution please include NZ\$75
- If you are applying under the Provisional Entrance, Discretionary Entrance or Special Admission categories please include NZ\$50

Payment Details *(These fees are non-refundable.)*

I enclose payment of: NZ\$50 NZ\$75 NZ\$125

in the form of: Mastercard VISA Cheque (payable to 'The University of Auckland')

Card number Expiry date

Cardholder name

Receipt required Yes No

PLEASE NOTE: A verified document is a photocopy of the original endorsed with the statement 'Original sighted. Certified true copy' by a person authorised to sign a Statutory Declaration, such as a Justice of the Peace, Solicitor or a duly authorised staff member of The University of Auckland.

Need help?

If you have any queries concerning your application, please contact us:

Student Hotline: 0800 61 62 63 (or on +64 9 308 2386 for calls from outside New Zealand)

Address: Student Information Centre, The ClockTower, The University of Auckland, 22 Princes Street, Auckland

Email: studentinfo@auckland.ac.nz

Declaration (All students must sign)

I promise to abide by the Statutes and Regulations, and comply with the reasonable requirements of The University of Auckland as published in the University Calendar. I declare that the information set out in this application form and attached documents is complete and correct and I acknowledge that the University may cancel my enrolment if false information has been supplied or if information required is not supplied by the due date. I have read and understood the outline of how the Privacy Act 1993 will be applied to the information I supply and I authorise The University to collect, use and disclose personal information about me in accordance with that outline and the Privacy Act 1993. I understand that if I apply for a Student Allowance or a Student Loan, the University may disclose relevant personal information to StudyLink for the administration of those schemes. I authorise The University of Auckland to make amendments to my proposed study where such amendments are necessary to comply with degree regulations and requirements. I authorise any agency holding the source of information I have provided on this form to release that information to the University on request.

Signature

Date

STUDENT DECLARATION

Name:			
Date of birth:		Nationality:	
Mobile:		Landline:	
Email:			

Who will fund your tuition fees and living costs? Please give further details below:

Have you ever been refused a visa for New Zealand or another country?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have any health issues that may affect your application for a student visa?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Will you have any family members joining you? If so please state name, age and relationship to you in the box below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

- I declare that I have read and understand the information relating to the cost of living in New Zealand here:

<https://www.studyinnewzealand.govt.nz/live-work/cost-of-living/>

And that I have access to sufficient funds to cover all associated costs with my study, travel to and from New Zealand, living expenses for the duration of my studies for myself and my family members (if applicable) for the total period of my stay in New Zealand.

- I understand that the tuition fees do not include expenses such as textbooks, stationery and additional programme specific requirements.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, I will not seek assistance from the University or the New Zealand government.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, the University reserves the rights to terminate my enrolment and eCoE.
- I hereby certify that all the statements made on this declaration of finances are true and correct.

Student signature:	
Name:	
Date:	

Please return this declaration with your application form(s)