

International Student Application Form



Whitecliffe Enterprises Limited (trading as Whitecliffe College (Computer Power Plus))

1. Personal Information

Title Mr Mrs Ms Miss Other

If other, please specify

Family Name:

First Name:

Preferred name (if different):

Date of Birth:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year			

Gender:

Male Female

Ethnicity:

Country of Birth:

Passport Number:

Passport Expiry Date:

CONTACT DETAILS

Street

Suburb

Town/City

Postcode

<input type="text"/>	<input type="text"/>
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Country

Home Phone

Mobile Phone

<input type="text"/>	<input type="text"/>
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Email

EMERGENCY CONTACT

Name

Relationship to Applicant:

Address

Home Phone

Mobile Phone

<input type="text"/>	<input type="text"/>
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DISABILITY DETAILS

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

Yes No

If yes, please describe your condition/disability. You will be sent information on the services available to students with a disability.

MEDICAL AND TRAVEL INSURANCE DETAILS

Do you have appropriate Medical and Travel Insurance?

Yes No

Medical Insurance Provider:

Travel Insurance Provider:

2. Agents Details

Agent Name	Agent ID
Street	
Suburb	
Town/City	
Country	Postcode
Home Phone	Mobile Phone
Email	

3. Qualification Information

Which programmes do you wish to study? For Double Diplomas please indicate both Diplomas you wish to study

- New Zealand Diploma in Web Development and Design (L5)
- New Zealand Diploma in IT Technical Support (L5)
- New Zealand Diploma in Software Development (L6) (2 Years)
- New Zealand Diploma in Networking (L6)
- New Zealand Diploma in Systems Administration (L6)

Preferred Start Date

Month <input type="text"/>	Year <input type="text"/>
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Which Computer Power Plus campus do you wish to study at?

Auckland Wellington Christchurch

4. Accommodation Information

Do you require a Homestay Application Form?

Yes No

If you have arranged your own accommodation, please complete.

Contact Name:

Please indicate which type of accommodation you will be living in while you study at Computer Power Plus

Privately Arranged Living With Parents
 Home Stay Boarding Establishment

5. English Language Proficiency & Assessment

To determine which qualification is best suited for you, it is required that you complete an appropriate English language test; (e.g. IELTS) and our Skills and Knowledge Assessment prior to entry into New Zealand. Please verify below that you have undertaken both tests yourself.

Your Signature

Your IELTS Score

6. Academic Information

This information is required by the Ministry of Education (NZ)

Secondary School Attended:

Highest Qualification Gained:

Year Completed

Tertiary or University (Higher Learning) Studies

Country	Date completed/ in progress
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Country	Date completed/ in progress
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7. Academic Information (continued)

Tertiary or University (Higher Learning) Studies

Country	Date completed/ in progress
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Country	Date completed/ in progress
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8. Credit Transfer/Recognition of Prior Learning.

Do you wish to apply for Credit Transfer, Recognition of Prior Learning (RPL)?

Yes No

If you have ticked 'Yes' please download and complete the application form on our website: www.cpp.ac.nz/rpl_form.pdf

9. Enrolment information

New Zealand Privacy Act

Whitecliffe Enterprises Limited collects and stores information from this form to comply with the requirements of the Ministry of Education (student statistical returns), New Zealand Qualifications Authority (Record of Learning registration and Unit Standard outcomes), Tertiary Education Commission (funding returns), Industry Training Organisations (funding and academic outcomes), Ministry of Social Development (confirmation of enrolment and academic outcomes), Inland Revenue Department (student loan interest rebate), Department of Immigration (if you are not a New Zealand citizen or permanent resident) and Agencies who support particular students through scholarships and prizes, payment of fees or other awards (if you are a recipient of one of these awards). The information is also used to select students for qualifications, to manage internal administrative processes, and for internal reporting.

Information about students may be supplied to, and sought from, other educational organisations for the purpose of verifying academic records.

In addition, when required by statute, the Institute releases information to Government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC).

In signing this application form you authorise such disclosure on the understanding that the Organisation will observe the general conditions governing the release of information, as set out in the Privacy Act 1993 and the Post-compulsory Unique Identifier Code of Practice. You may see any information held about you and amend any errors in that information.

9. Enrolment information (continued)

To do so, contact the Enrolments Officer.

NB: The Privacy Act came into force on 1 July 1993 with the stated aim of protecting the privacy of natural persons. It requires the Organisation to collect, hold, handle, use and disclose personal information in accordance with the twelve information privacy principles in the Act. <http://www.privacy.org.nz/privacy-act>

Code of Practice

Whitecliffe Enterprises Limited (WEL) is a signatory to the New Zealand Ministry of Education Code of Practice for the Recruitment, Welfare and Support of International Students. Copies of the Code are available on request from this institution or from the New Zealand Ministry of Education website www.minedu.govt.nz/goto/international

Letter of Offer (LOO) and Letter of Acceptance (LOA)

A letter of offer will be given after the Application form and all relevant documents are correctly received by WEL. Please contact the nearest Immigration New Zealand office for information on applying for a visa to study in New Zealand

Please note that you will require your letter of offer from Computer Power Plus to apply for your student visa. A letter of acceptance will be given once payment of your fees is made. WEL must have a copy of your current student endorsed visa before you commence your studies. An administration fee of NZ\$500 will apply to all international students.

Refund information

Refund policies are established in compliance with the 1990 Education Act and provide the following:

- a) If a student withdraws before commencement (defined as the first day of required attendance), he/she is entitled to a complete refund of any course fees paid.
- b) If a student withdraws within 10 days after commencement (including weekends), he/she is entitled to a refund of any course fees paid reduced by the lesser of an administration charge of \$500 or 10% of the course fees. If a student who withdraws has not paid any fees, he/she remains liable for 10% of the total fees amount. If a student has not paid their course fees to Public Trust, then the administration charge is payable to Computer Power Plus directly.
- c) If a student withdraws more than 10 days after commencement, he/she is not entitled to any refund. If a student who withdraws has not paid any fees, he/she remains liable for the total fees amount.

Student Fee Protection

The New Zealand Government Law requires all private training establishments (PTEs) registered with the New Zealand Qualification Authority (NZQA) to offer protection for student fees paid.

The Fee Protection arrangement process at WEL is through the Public Trust – Fee Protect. The students' qualification deposits and tuition fees payment made are held in the Public Trust account until the eighth day after any programme commencement as required under s236 of the Education Act. This Trust Account is administered by the Whitecliffe Accounts and Finance team. As soon as student fees are deposited with the Public Trust, they are protected. Then as your programme progresses, your fees are gradually paid to the provider.

If the unexpected happens and the school is unable to continue offering a course, or ceases business through insolvency, course cancellation, de-registration or withdrawal of accreditation, Whitecliffe has systems in place, which meet the requirements of the Education Act.

Contact details for this process are in the first instance (09) 3095970, Whitecliffe Accounts / Finance Department or directly to the Public Trust – Fee Protect on 0800 494 733.

10. Declaration

I declare that the information supplied in this application and the attached documentation is correct and complete. I have viewed, understood and agree to the Summary of Terms and Conditions for International students available at www.computerpowerplus.ac.nz. I have read and accept the Enrolment, Payment, Withdrawal and Refund policies above. In signing the application form I undertake to pay all fees as they become due. I undertake to provide up-to-date address, accommodation type and emergency contact details at all times and an up-to-date copy of my student visa and any renewal. I acknowledge that I must have appropriate travel and medical insurance whilst I study at Computer Power Plus and I will provide details of my policy cover prior to commencing my course of study

As an international student I give permission for Whitecliffe Enterprises Limited Management to communicate with related schools, my parents or legal guardians and my agent regarding any issues of concern arising from my participation in the Computer Power Plus program including academic progress, visa requirements and accommodation.

I hereby certify that the above information is true and correct.

Signed (Student Signature)

Date

11. Checklist

I (Full Name).....
confirm that I have been shown and provided with the following information and that I fully understand all of the points below:

- A copy of the latest version of the International Prospectus
- International Students section of the website:
www.computerpowerplus.ac.nz/info-for-international-students.html
- Information regarding all of the qualifications provided by Computer Power Plus (CPP)
- The self-paced / blended-learning environment at CPP
- Four available intakes in 2019: 28 January, 4 March, 17 June and 26 August
- Head Start Orientation
- Number of hours of study required at CPP campus (20 hrs)
- Dress code requirements at CPP
- Importance of attending the entire duration of my allocated shift
- Importance of maintaining a good attendance record, academic progress and course re-enrolment financial contracts
- Attending the programme at all times unless there are genuine reasons for any absences, and making satisfactory academic progress
- Home study hours (15 hrs) in addition to hours spent at the campus
- Difficulty of changing qualifications once in New Zealand (Variation of Conditions)
- Applying for an extension on my Student Visa with INZ if I am unable to finish my qualification in the time allocated
- Paying for additional T&M Insurance coverage if I am unable to finish my qualification in the time allocated
- Bringing adequate funds to support myself for the duration of my course of study (if you have not applied under the Funds Transfer Scheme)
- Recognition of Prior Learning and Credit Transfer policy
- Accommodation options at chosen campus
- Graduate Job Placement Programme

Signed (Student Signature)

Date

Documentation Required

- Passport copy
- Academic and Work Experience documentation (for example, academic transcripts showing successful completion of courses/programmes, employer referrals)
- Evidence of English proficiency - IELTS
- Statement of Purpose
- Successful completion of the CPP Skills and Knowledge Assessment

Send your Application to:

Computer Power Plus
Level 4, 450 Queen Street
Auckland
New Zealand 1010
Phone: +64 9 916 6640
Fax: +64 9 916 6642
or email: international@cpp.ac.nz