

Postgraduate Re-enrolment Application

Who needs to fill in this form?

MASTER'S THESIS STUDENTS who are:

++ re-enrolling

DOCTORAL STUDENTS who are:

++ returning from a suspension of study

++ re-enrolling outside of the annual process and for less than one year (minimum of three months).

International students must ensure they have adequate insurance, or be charged an insurance fee.

OFFICE USE ONLY

Academic Year	
Date rec'd	
OOS sent	
Conf. sent	

Qualification applied for

Subject

1 Preliminaries

What is your Victoria Student ID number (if known)?

2 Personal Information

2.1 Title

Ms Miss Mrs Mr Other

2.2 Surname

2.3 First name

Middle name(s)

2.4 Date of birth

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

2.5 Gender

Male Female

3 Contact Details

3.1 What is your main contact address?

It is important you always keep this address up to date.

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Postal code:

3.2 What is your alternative address?

Mail will be sent here if returned from your main contact address.

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
Postal code:

3.3 Contact numbers:

	Country Code	Area code	Number	Extension
Day	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Evening	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mobile	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3.4 What is your main email address?

I acknowledge that the University will use my email address as the primary means of communication.

4 Emergency contact

4.1 Who in New Zealand may we contact in an emergency?

<input type="text"/>	<input type="text"/>
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First name

Surname

4.2 Emergency contact phone number

(Include area code)

5 Citizenship

Tick one box below.

New Zealand Citizen

Australian Citizen

NZ or Australian permanent residency

Diplomatic passport
Study permit

Other citizenship

} Enter below
the country for
which you hold
citizenship:

6 Students' Association Membership

Membership of VUWSA (Victoria University of Wellington Students' Association) is free. See www.vuwsa.org.nz for more information.

Do you wish to join VUWSA?

Yes
 No

7 Disability Information

Are you Deaf and/or do you identify as having a disability, impairment, injury or medical condition?

Yes > complete the Services and Support Form 2013 and return with your Enrolment application

No

To obtain the Services and Support Form 2013, email disability@vuw.ac.nz, phone 04-463 6070 or fax 04-463 5104

8 Enrolment Period

8.1 Enrolment period

Initial date of registration:

Current enrolment expiry date:

This enrolment:

From to

Full-time Half-time Staff

8.2 Duration (Master's thesis students only)

months

8.3 Duration (Doctoral students only)

For the period ending

31 March 30 June 30 September 31 December

Please note:

There are additional approval processes for changes between full-time and half-time enrolment, suspensions and extensions—please contact your Faculty Student & Academic Services Office.

8.4 Supervisor's signature

Name:

Signature:

Date:

9 Privacy of Personal Information

Victoria University of Wellington (the University) collects, stores, uses and discloses personal information relating to students in accordance with the Privacy Act 1993 for the purpose of conducting its proper business.

A unique identifier is assigned to each student. Personal information is disclosed to other agencies as required under the Education Act 1989 and other relevant New Zealand laws, regulations, and contractual agreements by which the University is bound. Students have the right to access and seek correction of their personal information. More information on the University's protection of the privacy of personal information is available at www.victoria.ac.nz/privacy.

10 Declaration

++ I agree to abide by all Victoria University of Wellington (the University) statutes, policies and rules of conduct including the Acceptable Use of Information Systems Statute and acknowledge my obligations under the University Information Systems Statute and the University Student Conduct Statute. All other statutes and policies of the University can be viewed online at www.victoria.ac.nz/policy

++ I have read the Student Contract which is available at www.victoria.ac.nz/home/admisenrol/enrol/studentcontract, and acknowledge that a contract on those terms will be formed between me and the University upon the University issuing me with a record of Confirmation of Study.

++ I declare that the information set out in this application and those documents that support this application are true and complete to the best of my knowledge.

++ I understand and accept that the University will use email as its primary means of communication with me.

++ I understand that the University will collect, store, use and disclose personal information about me in the course of conducting its proper business and that a unique identifier will be assigned to me to facilitate this. I have read and understand how such information will be managed and disclosed in accordance with the Privacy Act 1993, and as outlined on the University website www.victoria.ac.nz/privacy. I acknowledge that I have the right to access and seek correction of personal information about me and understand that if I withhold information or provide false or misleading information my enrolment may be terminated.

++ I understand that my enrolment application will be accepted subject to it conforming with the degree regulations, and that my acceptance of the Offer of Study renders me liable for the required fees.

International Students ONLY

++ I authorise Immigration New Zealand and the Ministry of Business, Innovation and Employment (MBIE) to provide the University with any personal details regarding my immigration status, including any information that I have submitted to Immigration New Zealand in the course of any visa or permit application.

++ I further agree that the University may supply personal information to Immigration New Zealand and the Ministry of Business, Innovation and Employment (MBIE) where the University considers the information relevant to my immigration status.

++ I authorise the University to forward to their preferred insurance provider, and their insurance broker, personal details that are relevant to my insurance cover, including my name, date of birth, gender, student ID number, enrolment status and type, date of cover and amount paid. Further information about the preferred University travel and health insurance option for international students, the cover and rates, can be found on the Victoria International website, at www.victoria.ac.nz/international

Please note that your name, date of birth and residency as entered on this application form 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

Signed

Date

Day Month Year

Return this form to your Faculty Student & Academic Services Office