

## VicStart Contract

*VicStart is an opportunity to do a normal university course, with other first-year university students. VicStart runs alongside your secondary school learning programme, while you work towards meeting University Entrance. You will submit this completed contract as part of your online application to VicStart. Instructions outlining how to apply can be found on the VicStart webpage: <https://www.wgtn.ac.nz/VicStart>*

### Student to complete

1. Family name/surname	First or given names	
<input type="text"/>	<input type="text"/>	
2. Date of birth	3. National Student Number (NSN)	
<input type="text"/>	<input type="text"/>	
4. Secondary school currently attending	5. Region	
<input type="text"/>	<input type="text"/>	
6. What is your year level at secondary school when you intend enrolling in the VicStart Programme?		
Year 11 <input type="checkbox"/>	Year 12 <input type="checkbox"/>	
Year 13 <input type="checkbox"/>	Not in secondary <input type="checkbox"/>	
7. Course(s)		
Go to <a href="https://www.wgtn.ac.nz/vicstart">https://www.wgtn.ac.nz/vicstart</a> to find the course code, course name and trimester.		
Course code (e.g. ARTH101)	Course name (e.g. Art, Creativity and Identity)	Trimester (1, 2 or 3)
<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"/>
8. Preferred mode of delivery. (Note: some courses require on-campus presence)		
Distance (online) <input type="checkbox"/>	On-campus <input type="checkbox"/>	Hybrid <input type="checkbox"/>

**VicStart Contract - Terms and conditions**  
*Carefully read the following statements.*

**General**

- Te Herenga Waka—Victoria University of Wellington (VUW) agrees to register approved students to suitable courses at VUW as agreed between the student/students’ secondary school and VUW and to allow access to those VUW services that are essential for these courses.
- VUW will admit approved students to the courses under Section 8, Provisional Admission, of the Admission and Enrolment Regulations, for domestic and international students, as described in the Te Herenga Waka—Victoria University of Wellington Calendar.
- If the student is not eligible for the VicStart scholarship, the student will be invoiced upon completion of enrolment, or one month prior to trimester commencing, whichever is latest. Fees are due for payment by the Friday prior to the trimester commencing. Students can withdraw within the free withdrawal period of the course and the student will not be liable for the course fees.
- Course notes and textbooks, if required, are not included in the VicStart Scholarship or course fee and will need to be purchased separately.
- VUW reserves the right to cancel a course when necessitated by unforeseen circumstances.

**Students**

- Once students have gained University Entrance and enrolled in a degree programme at VUW, courses passed under their VicStart enrolment could be available for credit to that degree.
- Students intending to enrol in specialist qualifications (e.g. Bachelor of Medicine, Bachelor of Aviation), should check the requirements for those qualifications with the institution they intend to attend prior to enrolment. As some courses will not be eligible for credit or may affect your eligibility for acceptance.
- In future, students will need to gain full admission by achieving University Entrance or meet criteria for admission by qualification assessment, and then gain a place in a programme of study.
- There is an expectation that the student will provide their secondary school with their results to enable the school to report to the New Zealand Qualifications Authority as appropriate.
- The offer of provisional admission is valid for entry in the year selected in the application. If students do not enrol in the applicable year, the offer lapses and they will have to reapply for admission in another year.
- As you will be a student at your secondary school and at the University, you consent to both institutions sharing information such as your academic progress and matters related to your health, safety, wellbeing, and pastoral care needs as required. wellbeing, and pastoral care needs as required.
- If you are an international student, you are required to be on a valid student visa that allows you to study in secondary-level AND tertiary-level study in New Zealand throughout your enrolment at VUW.
- If you are an international student and under 18 years old, VUW requires that the VicStart Contract is signed by your parent or legal guardian and submitted to VUW as part of your application.

**Secondary School Staff**

If a student is not eligible for the VicStart scholarship, the application will be put on hold and VUW will contact the student’s school to discuss the next steps as they may still be eligible to proceed without the VicStart Scholarship. The following approach will be taken:

VUW will:

- discuss with the student’s school the appropriateness of student enrolment in VicStart and payment approach

If the student is still eligible for entry to the VicStart programme, once the student has been admitted and completed enrolment:

- VUW will then issue an invoice directly to the student, at the standard course cost.
  - Their secondary school may use STAR funding to support the student to cover the course costs. If this option is selected, the student and their secondary school will need to coordinate payment of the invoice between themselves.
  - Alternatively, the student can self-fund the course.
- The student will pay the appropriate fee to VUW as specified in the invoice.

I understand that the information I provide is being collected for the purposes described and will be used in accordance with the University’s Privacy Notice: <https://www.wgtn.ac.nz/privacy>

**Student and parent/caregiver**

I declare that all the information submitted in this agreement form is correct and complete and I accept the terms and conditions stated in this contract.

Student: *(Print your name below)*

Date:

Signature:

Parent or caregiver: *(Print your name below)*

Date:

Signature:

**Principal or delegate endorsement**

I support this application and am confident the applicant possesses the necessary maturity, confidence, and academic capabilities to achieve highly in the VicStart programme.

Name:

Role:

Email:

Date:

Signature: