Guide for Whānau
Nau mai, haere mai, and welcome to Te Herenga Waka—Victoria University of Wellington.

2021

Top 2% of global universities

Ranked #1 for research quality

More than 180 clubs and societies

More than 120 subjects to choose from

14 degrees

Learn how, not what, to think

Central city campuses

Student finance

Study-support programmes

Leadership programmes
STUDENT RECRUITMENT AND ORIENTATION

Our team is here to help with the journey from school to Te Herenga Waka—Victoria University of Wellington. Contact us with any questions about coming to the University, choosing subjects, or planning degrees.
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Te Herenga Waka—Victoria University of Wellington has been awarded five stars plus overall in the QS Stars university ratings system. In addition, the University received five stars in all eight categories on which it was evaluated.

**Important notice:** Te Herenga Waka—Victoria University of Wellington uses all reasonable skill and care to ensure the information contained in this document is accurate at the time of being made available. However, matters covered by this document are subject to change due to a continuous process of review, and to unanticipated circumstances. The University therefore reserves the right to make any changes without notice. So far as the law permits, the University accepts no responsibility for any loss suffered by any person due to reliance (either whole or in part) on the information contained in this document, whether direct or indirect, and whether foreseeable or not.
As New Zealand’s globally ranked capital city university, Te Herenga Waka—Victoria University of Wellington offers a strong advantage to your student. We know that during their time at the University, our students discover what excites them, what they are capable of, and what they want to do with their lives.

At our university, students are challenged and supported to ensure they gain the confidence to know their mind, to think outside the square, and to gain new perspectives. All this leads to them taking on—and growing from—the challenge of tertiary education.

Your student will also discover that New Zealand’s capital city is a great place to live and study. Wellington is a fantastic city in which to be a student—it is safe, vibrant, and welcoming. Our students relish being part of, and contributing to, the energy and enthusiasm that makes this city the place of the possible. We also have many accommodation options that provide support, community, and a great foundation for a successful academic career.

The University offers a wealth of support to enhance the learning experience. From their first day, students are given access to academic skills workshops, peer-assisted studying and mentoring, and a raft of co-curricular activities and wellbeing initiatives to ensure they make the most of, and enjoy, their time at the University.

By choosing Te Herenga Waka—Victoria University of Wellington, your student will be studying at a university that has international standing—one that is ranked in the top 2 percent of the world’s 18,000 universities.

Our students graduate from a university at which the opportunities for local and global engagement are a leading feature of the student experience. We place great emphasis on personal attributes such as creativity, critical thinking, and being a globally confident citizen. These qualities enhance students’ future employability above and beyond the competencies required by their first employer.

A range of study options is available. By providing a mix of professional degrees and more flexible general degrees, we cater for students who have identified their preferred career direction as well as those yet to discover the subjects that will inspire their future.

This publication will give you insight into what to expect if your student chooses to study here.

We look forward to giving our new students the opportunity to be the best that they can be.

Professor Grant Guilford
Vice-Chancellor
WELCOME TO WELLINGTON

PIPITEA CAMPUS
Study Law and Commerce in the heart of Wellington's legal, government, and business district.

LIFE IN WELLINGTON
Wellington is compact and convenient, so take advantage of the great shopping, beaches, mountain bike trails, native bush, restaurants, and the best café culture in the country.

KELBURN CAMPUS
The centre of your first-year experience.
TE ARO CAMPUS
Explore Architecture and Design Innovation and soak up the culture in the creative Cuba Quarter.

CAPITAL CONNECTIONS
Experience the benefits of the University’s strong connections with government, business, and the country’s top scientific, cultural, and creative organisations.

CREATIVE CAPITAL
Visit galleries and museums, get among the vibrant nightlife, and check out the night markets, festivals, theatre shows, and music gigs.
TRANSITION TO UNIVERSITY

STUDENT LIFE

University is an exciting time, full of change from secondary school study. Some key differences between secondary school and university include:

■ bigger class sizes—lectures can have up to 350 students
■ attending small-group sessions called tutorials, where students can discuss topics with a tutor; attendance is often required to pass a course
■ taking responsibility for keeping track of class times and assignment due dates; no one takes the roll or sends out reminders
■ being more independent and self-motivated
■ spending less time in class—around 12 to 15 hours per week—but 30+ hours a week doing background reading, research, lab/studio work, writing, and revision independently
■ having more choice and flexibility—students have more than 100 subjects to choose from
■ making new friends, experiencing diverse cultures and, for many students, living in a new city.

You can encourage your student to:

■ establish good habits to stay healthy, fit, and positive
■ ask for help if needed; see page 12 for the services available
■ get involved and engaged in all areas of university life
■ make informed but independent decisions about courses
■ find employment and balance it with studies.

www.wgtn.ac.nz/parents

SKILLS FOR SUCCESS

Being prepared for university is about more than just deciding what to study. Encourage your student to develop practical and personal skills to successfully manage the transition to university life.

These skills might include:

■ cooking for themselves
■ doing laundry
■ budgeting and managing a fixed income
■ asking for help when they need it
■ developing learning skills and good study habits
■ being self-motivated and organised
■ learning how to prioritise their own health and wellbeing
■ time management and taking initiative.

HOW YOU CAN HELP

The first year is important for setting up good study patterns to achieve success at university. You will not be so hands-on any more, but you can still offer to help your student by:

■ keeping in touch and being available to talk
■ sending care packages
■ offering to proofread and check assignments.
**GET PREPARED**

APPLY ON TIME
(SEE PAGE 30)

GO TO ORIENTATION

MAKE AN EFFORT TO MEET PEOPLE

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**February–March**

THE FIRST WEEKS OF STUDY

Reality
- New challenges and experiences
- Living away from home, new country, culture, language, and lifestyle
- Being independent
- Meeting new people
- Worrying about skills and new courses
- Feeling homesick

Preparation and support
- Find your way
- Find out about student services at the University
- Plan study routine
- Check the free Student Learning workshops available
- Check course outlines
- Make course changes by end of Week 2
- Meet faculty staff
- Have fun and make friends
- Treat study like a job

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**April**

SIX-WEEK DIP

Reality
- Struggling with the new environment
- Course doubts—can I do this?
- Pressure, high workload, assignments due
- Do I need to upskill?
- Handling new relationships, living situation, and homesickness
- Possible health issues
- Money issues

Preparation and support
- Take action
- Get learning advice from tutors, Student Learning advisers, workshops
- Get advice about budgeting, health, and wellbeing
- Plan how to use the mid-trimester break

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**WHAT TO EXPECT IN THE FIRST TRIMESTER**

THERE WILL BE UPS AND DOWNS
May

May

SETTLING IN

Reality

- New strategies support a more proactive study routine
- Excitement about social and academic life at university

Preparation and support

- Keep seeking help/workshops if needed
- Balance study/work/socialising/sleep/eating/exercise
- Check budget regularly

Mid-trimester: Time to take stock, catch up, and get sorted for the second half of the trimester. This is not a holiday, but time to study without lectures and tutorials.

June

June

EXAMS

Reality

- Self-doubt as students hit ‘crunch time’—final assessments and exams
- Stress, pressure, and worry
- Possible health worries

Preparation and support

- Check exam details
- Attend exam preparation workshops at Student Learning
- Look after health and wellbeing—eat, sleep, exercise
- If stressed, students can seek confidential help at Mauri Ora or Wellington University International
- Think and act positively

July

July

THE END OF THE FIRST TRIMESTER

REALITY

- Celebrate and/or reflect on the first trimester
- Confirm courses for next trimester
- Enjoy the break

PREPARATION AND SUPPORT

- Get course advice from faculty if adjusting programme
- Enjoy the mid-year break—catch up with friends
- Get mentally ready for next trimester
SERVICES TO HELP STUDENTS SUCCEED

The University has a range of services and programmes to help make students’ university experiences successful. All are run by friendly and experienced people who will provide information and guidance. Some services that first-year students find particularly useful are listed here and on our website.

- [www.wgtn.ac.nz/student-support](http://www.wgtn.ac.nz/student-support)

**Careers and Employment**

Careers and Employment helps students along their career paths by ensuring their study plans reflect their career goals, helping them to apply for jobs and internships, and providing resources for ongoing career development.

- [www.wgtn.ac.nz/careers](http://www.wgtn.ac.nz/careers)

**Disability Services**

Disability Services works in partnership with students to strengthen Te Herenga Waka—Victoria University of Wellington’s culture of inclusion, celebrate disability, and ensure students can participate fully and achieve their aspirations. Disability includes physical, mental, learning, or sensory impairments. The team provides individual coaching, liaison with academic staff, adaptive technology, sign-language interpreting, note-taking assistance, mobility parking, exam support, ergonomic furniture, and quiet places to rest and study. Disability Services welcomes visits from parents and whānau, particularly in the transition to university. The first point of contact will always be the students, whose consent is sought before interacting with anyone on their behalf. Contact Disability Services as early as possible before study begins.

- [www.wgtn.ac.nz/disability](http://www.wgtn.ac.nz/disability)

**Financial advice**

Student finance advisers can help students get control of their money and take the stress out of coping financially, get emergency help if they need it (through the Hardship Fund), fill in scholarship applications, and sort out StudyLink issues. See pages 20–25 for more information on money matters.

- [www.wgtn.ac.nz/financial-advice](http://www.wgtn.ac.nz/financial-advice)

**International students**

Wellington University International provides support and services for all international students and is dedicated to helping students make their time at the University successful. The team offers support and advice from when a student first applies, through to their arrival, and during their studies. Tailored services for international students include personal, cultural, and academic support; student visa renewal; and insurance claim support. New international students are supported in their transition to the University and Wellington through an arrival meeting service, a two-day International Orientation, and the International Buddy Programme (IBP). Students who sign up for the IBP will be paired with a current student who will help them get settled into their new life at the University.

- [www.wgtn.ac.nz/international](http://www.wgtn.ac.nz/international)

**Libraries**

The University’s four libraries offer excellent services and learning environments as well as world-class resources that support learning, research, and teaching. Friendly and knowledgeable staff help students make the most of the extensive print and electronic resources available.

- [www.wgtn.ac.nz/library](http://www.wgtn.ac.nz/library)
Rainbow students

There is a range of services and resources for students who identify with diverse sexual orientations and sex and gender identities. The University’s rainbow and inclusion adviser supports LGBTQIA+ and takatāpui students and works with our community to make sure our campuses are a safe and inclusive environment for students of all sexualities, genders, and sex characteristics.

www.wgtn.ac.nz/rainbow

Refugee-background students

More than 100 students from diverse refugee backgrounds study at the University. There are resources available to help refugee-background students settle in to New Zealand life and study.

www.wgtn.ac.nz/refugee-background-students

Student Counselling

Counsellors are available at all campuses for professional and confidential counselling on any personal or academic issues that affect students’ general sense of wellbeing, relationships, or learning. There are specialist counsellors for Māori and international students.

www.wgtn.ac.nz/counselling

Student Health

Student Health offers a full range of affordable general medical and nursing services on campus, including contraception and sexual healthcare, health promotion, illness and injury care, preventative care, and specialist referrals. Consultation prices vary, but are low cost for most students. Routine appointments are free for students who are enrolled with Student Health. Before starting at the University, students should ensure that their immunisations are up to date and they have applied for a Community Services Card.

www.wgtn.ac.nz/student-health

www.workandincome.govt.nz

Student Learning

Students can develop and refine their own academic writing and study strategies, build confidence, and maximise academic success by working with Student Learning staff. The experienced Student Learning team provides individual support as well as useful seminars about academic writing for assignments, learning strategies, study skills, maths and statistics, and language skills. Both undergraduate and postgraduate students are very welcome.

www.wgtn.ac.nz/student-learning
MĀORI STUDENTS

MĀORI LIAISON OFFICER

Our kaitakawaenga Māori/Māori liaison officers, Tayla Cook and Pou Templeton, are the first point of contact for Māori students at the University and provide advice on a range of support services, university study, planning programmes, and queries about admission, accommodation, grants, and scholarships.

✉ tayla.cook@vuw.ac.nz
✉ pou.templeton@vuw.ac.nz

ĀWHINA—MĀORI STUDENT SUPPORT

Āwhina is the university-wide support team for Māori students, with a kaupapa of providing advice and help for all Māori students enrolled at the University. Whether students are straight out of secondary school, or pursuing a degree after getting some life experience, Āwhina can help make their university experience great.

Āwhina’s services include:

- study wānanga
- one-to-one advice
- culturally inclusive environments
- Tuakana–teina peer support.

There is also an array of other services to support Māori students to succeed in their studies:

- Student Learning has a Māori learning adviser who can help with study skills and assignments.
- The Library has a kairauhī/Māori subject librarian who provides advice and support to Māori students and about Māori topics.
- Ngāi Tauira supports and advocates for all Māori students to meet their specific educational, cultural, political, and social needs.

✉ awhina@vuw.ac.nz
📖 www.wgtn.ac.nz/awhina
TE HERENGA WAKA MARAE

The University’s marae is a gathering place, as well as a teaching space, for Māori students and Māori cultural practices. The marae hosts thousands of visitors each year, and offers a welcoming space for students to study, relax, and be in a Māori environment. Marae facilities include Te Whanake Mauri Tū computer suite, lunches at the wharekai, and student accommodation called Whānau House. Te Herenga Waka marae also has kaihere/marae assistants who greet students visiting the marae and encourage them in their studies.

www.wgtn.ac.nz/marae

DEPUTY VICE-CHANCELLOR (MĀORI)

The Deputy Vice-Chancellor (Māori) leads the Māori dimension of all university activities. She provides strategic advice to ensure the University meets its obligations under the Treaty of Waitangi, represents Māori interests on the University’s senior leadership team, and chairs the University’s Māori academic forum, Toihuarewa.

Professor Rawinia Higgins

04 463 5303
tumu.ahurei@vuw.ac.nz
www.wgtn.ac.nz/maori-hub
PASIFIKA STUDENTS

PASIFIKA LIAISON OFFICER

Tapu Ki Tea Vea, the Pasifika liaison officer, is the first point of contact for Pasifika students considering study at Te Herenga Waka—Victoria University of Wellington. She is happy to answer questions from families and students about university life and study, course planning information, entrance and admission enquiries, and scholarships.

📞 04 463 6670
✉ tapu.vea@vuw.ac.nz

SUPPORT

The Pasifika Student Success team is the on-campus ‘aiga, a Pasifika family that provides students with the necessary tools to navigate their transition into tertiary study at the University. The team fosters learning and teaching communities in an environment that has Pasifika culture at its core, is welcoming and safe, and is focused on academic excellence, personal growth, and wellbeing. Pasifika engagement advisers and mentoring coordinators provide holistic support, course-specific study sessions, exam preparation, learning and development workshops, and mentoring for 100-level to 300-level courses. The team can be found at Pasifika Haos at the Kelburn campus as well as in the Cotton and Murphy buildings, and at the Pipitea and Te Aro campuses.

✉ pasifika-student-success@vuw.ac.nz

There is a range of other support to help Pasifika students succeed in their studies:

- Student Learning has a Pasifika learning adviser.
- The Pasifika Students’ Council delivers events and programmes for all Pasifika students to support their academic and holistic journey at university.
- There are nine cultural associations for Pasifika students on campus, including the Pasifika Law Students’ Society and the Pacific Island Commerce Students’ Association.
- The Library has a Pasifika navigator/subject librarian and a Pasifika student liaison, who provide advice and support to Pasifika students.
**PASIFIKA HAOS**

Pasifika Haos is a place of belonging for all Pasifika students on campus. It is the home of the Pasifika Student Success team and the Pasifika Students’ Council executive. Pasifika Haos has study and social spaces with computer facilities and a kitchenette.

📍 15 Mount Street, Kelburn Campus

**ASSISTANT VICE-CHANCELLOR (PASIFIKA)**

The Assistant Vice-Chancellor (Pasifika) provides strategic direction and support for Pasifika students and staff.

**Associate Professor Hon. Luamanuvao Dame Winnie Laban**

📞 04 463 6152

✉️ winnie.laban@vuw.ac.nz

🌐 www.wgtn.ac.nz/pasifika
GETTING STARTED

We offer a range of activities, events, services, and programmes to help new students get settled in and make a smooth transition into university life.

ORIENTATION

The University’s New Students’ Orientation gives new students an opportunity to find their way around, meet new people, and pick up some vital academic preparation skills. Specific sessions are run for Māori, Pasifika, and international students. We encourage students to connect with each other, the University, and the wider Wellington community while enjoying the range of fun activities and gigs all over campus, setting them up for a great first year of study.

www.wgtn.ac.nz/orientation

WGTN HALL

WGTN Hall gives first-year students who don’t live in a hall the chance to participate in social activities, sports, and academic sessions. This programme of activities, run by senior students, is designed to help new students get involved and make the most of their first year.

www.wgtn.ac.nz/wgtn-hall

UNIVERSITY RECREATION

University Recreation provides fitness, sports, student clubs, and wellbeing opportunities for the University’s community. Playing in a sports league or attending a yoga class is a great way for students to connect with others and support their academic aspirations. A variety of spaces can be used casually and free of charge, and signing up for a membership provides access to the fitness studio’s weights and cardio equipment, the functional training space and equipment, and the popular group exercise classes. The University is also committed to supporting its student athletes as they juggle competitive sport and tertiary study.

www.wgtn.ac.nz/recreation

JOIN A CLUB

Joining a club is a great way for students to make friends, learn new skills outside lectures, and make their experience at university richer and more rewarding. There are more than 180 clubs on campus, including cultural, performing arts, political, religious, and sporting groups.

www.wgtn.ac.nz/clubs
GET INVOLVED

We offer a range of opportunities for students to get involved, meet new people, and try new things. Extracurricular activities are a great way for students to boost their CVs, broaden their minds, and ensure a good work–life balance.

Take on a leading role

The Wellington Plus Programme is the University’s service and leadership development programme. It involves volunteering and student leadership at the University, service to the local community, and participating in leadership, skills, and career development workshops. Wellington Plus connects students with their community, develops employability, and raises awareness of social responsibility. It is a free, self-directed programme and can be tailored to suit students’ schedules and interests. The programme’s value was recognised at the 2019 International Green Gown Awards, winning the ‘Benefitting Society’ category.

www.wgtn.ac.nz/wellington-plus

International leadership

The Wellington International Leadership Programme (WILP) has been developing global citizens at the University for 10 years. It is a free extracurricular programme for students wishing to enhance their global awareness and get involved in internationally related events and activities. The WILP deepens knowledge of international issues, develops leadership potential, and fosters intercultural engagement. It provides chances to network with the diplomatic and broader international community and opens up opportunities for multicultural and international experiences. The WILP Global Leader Grant ($1,000) also assists students undertaking a Wellington Global Exchange.

www.wgtn.ac.nz/international-leadership

Go on an overseas exchange

Wellington Global Exchange, the University’s exchange programme, offers students the opportunity to broaden their horizons overseas while studying towards their degree and continuing to pay domestic tuition fees. The programme has more than 140 partner universities in more than 30 countries, and over half of the exchange partners teach in English. Students could study at some of the world’s most prestigious universities, in Argentina, Canada, Fiji, France, Hong Kong, Spain, and many places in between. Students can go on an exchange if they have a minimum grade of B average and will have completed their first year of study by the time they depart on their exchange. Many students find going on exchange in the second half of their second year to be the best fit with their degree programmes. Students remain eligible for StudyLink Loans and Allowances while overseas, and Wellington Global Exchange provides a $1,000 grant to each student. Other funding, such as Prime Minister’s Scholarships for Latin America and Asia, is also available.

Note: The delivery of the Wellington Global Exchange Programme may vary depending on travel restrictions.

www.facebook.com/WellingtonGlobalExchange
www.wgtn.ac.nz/student-exchange
MONEY MATTERS

FEES-FREE TERTIARY STUDY
Since 1 January 2018, tertiary education has been fees free for eligible first-time tertiary students. Domestic students who have previously studied fewer than 60 points at tertiary level can go to www.feesfree.govt.nz to confirm their eligibility for fees-free study. The policy covers tuition, associated mandatory fees, and compulsory student-service fees. It does not cover students’ association fees, club memberships, course materials, or late fees. Students who want to apply for a Student Allowance or the two non-fees components of a Student Loan—living costs and course-related costs—for 2021 will still need to apply to StudyLink.

www.wgtn.ac.nz/fees-free

SCHOLARSHIPS
Our school-leaver scholarships recognise and support high achievement, leadership, and equity, and help remove the barriers to university study that exist for students facing hardship or disadvantage. Worth $5,000 each, these scholarships can be put towards accommodation costs at a Te Herenga Waka—Victoria University of Wellington hall of residence or, for students not in a hall, as a stipend to contribute towards their first-year living costs. There are also three-year scholarships worth up to $30,000 each for the highest achieving school-leaver scholarship applicants.

Check our website for details of scholarships to support students wishing to study at the University in 2021.

www.wgtn.ac.nz/scholarships

FEES
Tuition fees at the University are calculated on a per-point basis and vary by faculty or subject. Most full-time students will take around 120 points. In addition to the tuition fees, there are other compulsory fees of about $850 per year to cover student support services such as counselling, health services, financial advice, careers guidance, student advocacy, student publications, and student representation.

Students must pay their fees in full or check their eligibility for free fees before courses start. Domestic tuition fees for 2021 will be set in October 2020.

www.wgtn.ac.nz/fees

How to pay
Fee payments are due by 5 pm on the Friday before the start of the course or, if students enrol during the year, immediately upon enrolment.

Domestic students who are enrolled in at least two courses in at least two trimesters may request to pay their fees by instalments. Fees paid by Student Loan cannot be paid in instalments.

www.wgtn.ac.nz/payments

Other costs
Students should budget for additional costs that include course costs (textbooks, materials, and field trips), accommodation, and travel.

Contact the student fees advisers for more information.

0800 04 04 04
student-finance@vuw.ac.nz
FINANCING STUDY

StudyLink

Student Allowances and Student Loans are administered through StudyLink. We recommend applying early—students don’t need to be accepted or enrolled at the University to apply.

☎ 0800 889 900
🌐 www.studylink.govt.nz

Student Allowances

The Student Allowance is a weekly payment to help students with living costs while they are studying full time, and is based on parental income. Unlike the Student Loan, the Student Allowance does not need to be repaid.

To qualify for a Student Allowance, a student must be:

- 18 years of age or older (some 16- and 17-year-olds may qualify)
- a full-time student, or have limited full-time status
- on a recognised programme at an approved institution
- a New Zealand permanent resident for at least three years
- within the combined parental income thresholds.

Both parents’ incomes are taken into account, even if the parents are separated. StudyLink has a calculator on its website that allows students to determine their eligibility.

Student Loans

Student Loans are made up of three parts, and students can choose one, two, or all three options:

- payment for tuition fees made directly to the University
- course-related costs, if studying full time
- a weekly amount for living costs, if studying full time.

At the time of print, the Student Loan is interest free while studying, and after graduation if the student remains in New Zealand. Some students unnecessarily increase the size of their Student Loan by borrowing for living costs when they don’t need to. Any financial assistance you provide, as well as students finding part-time employment, can help your student manage their living costs as wisely as possible and minimise the amount borrowed from the Student Loan.
ACCOMMODATION

Finding the right place to live will help students get the full benefit from university life. Many first-year students live in a hall of residence, either catered or self-catered. Other options include sharing a flat or private boarding.

Halls of residence

Halls of residence are a great option for all first-year students, as they are an opportunity to meet new people from a variety of backgrounds. They are a supportive and fun environment—every hall organises a programme of events and activities so students can make new friends, socialise, and enjoy a balanced life.

Academic achievement is strongly encouraged—staff at each hall focus on maintaining a living environment that supports academic success. Every hall has facilities for study and recreation.

Each hall has residential advisers, who are successful senior students, to promote community building. They organise events and are a friendly face to talk to, as they understand the pressures of university life and living away from home.

More information about our halls is available on our website.

You are welcome to visit any of the halls of residence—please make an appointment before your arrival so someone is available to show you around and answer your questions.

Applying for a hall

Online applications for hall accommodation in 2021 are open from 1 August until 1 October 2020. Halls will start to review applications from 15 September, so we recommend students complete their application as early as possible. Each application requires a confidential reference from an appropriate person such as a school principal or Year 13 dean.

Being offered a place

All students with NCEA Level 2 endorsed with Excellence (or equivalent) are guaranteed an offer of a place in one of our halls, though it may not be one of their initial three choices. All students who are awarded a school-leaver scholarship (see page 20) are also guaranteed an offer of accommodation (provided their application is made by 1 October).

Most accommodation offers are made approximately one week after the application due date. Additional offers will be made until February as places become available.

When your student is offered a place in a hall, a deposit of between $400 and $800 needs to be paid and their signed contract returned to confirm their place.

Accommodation charges must be paid in advance in monthly instalments. StudyLink assistance is not paid in time to meet the first instalment of between $2,000 and $4,000 and is not sufficient to cover the full cost of hall charges for an academic year, so careful budgeting may be necessary.

Other accommodation options

University Accommodation Wellington can help students find a place to live if they do not want to stay in a hall of residence. Contact them for information about accommodation options such as flatting or private board, and to see accommodation listings.

www.wgtn.ac.nz/accommodation
BUDGETING

The reality for many students is that there is never much money left over after paying bills, so it is important for them to have a plan to manage their money and be aware of their spending habits. It can be helpful to have a conversation with your child before they leave for university about costs and how to pay for them.

Students can meet with the University’s student finance advisers to work out a budget and discuss options for keeping on top of their finances.

[www.wgtn.ac.nz/financial-advice](http://www.wgtn.ac.nz/financial-advice)

For more information about the cost of living, managing a limited income, and controlling budgeting and spending, read the Financial Survival Guide.

[www.wgtn.ac.nz/financial-survival](http://www.wgtn.ac.nz/financial-survival)

Community Services Card

Students should apply for a Community Services Card, which reduces doctors’ fees, prescription charges, and hospital costs. Up to 90 percent of students qualify for a Community Services Card. Eligibility is judged on their personal annual income, not their parents’. The 2019–20 limit for a single person living with others is $27,139 gross per annum (this gets adjusted annually on 1 April).

[www.workandincome.govt.nz](http://www.workandincome.govt.nz)

Sample weekly budget for living in a flat

(for a student flatting with two or three others)

<table>
<thead>
<tr>
<th>Weekly income</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Loan for living costs</td>
<td>$235.84</td>
</tr>
<tr>
<td>or Student Allowance full entitlement, net (aged under 24)</td>
<td>$234.01</td>
</tr>
<tr>
<td>Accommodation benefit</td>
<td>$60.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$235.84 or $294.01</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Weekly expenses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Essentials</strong></td>
<td></td>
</tr>
<tr>
<td>Rent—rates vary depending on your location and number of people</td>
<td>$210</td>
</tr>
<tr>
<td>Power</td>
<td>$20</td>
</tr>
<tr>
<td>Internet</td>
<td>$6</td>
</tr>
<tr>
<td>Mobile phone</td>
<td>$5</td>
</tr>
<tr>
<td>Groceries</td>
<td>$70</td>
</tr>
<tr>
<td>Toiletries</td>
<td>$6</td>
</tr>
<tr>
<td>Transport—bus pass</td>
<td>$38</td>
</tr>
<tr>
<td>Contents/liability insurance</td>
<td>$7</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$362</strong></td>
</tr>
<tr>
<td><strong>Extras</strong></td>
<td></td>
</tr>
<tr>
<td>Snacks/lunches</td>
<td>$30</td>
</tr>
<tr>
<td>Entertainment</td>
<td>$40</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$70</strong></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$432</strong></td>
</tr>
</tbody>
</table>

This budget has a weekly shortfall of $138–$196. Over two trimesters (36 weeks), this could total $4,968–$7,056.
The Student Allowance and/or Student Loan living costs are not enough to cover all expenses. Ways to make up the difference include:

- family help
- interest-free overdraft
- part-time work
- savings from summer work
- scholarships
- Student Loan course-related costs.

In addition to weekly expenses, students will need to take into account one-off additional costs such as course-related costs, trips home, and clothing. Students going flatting will also need to put aside approximately $1,500 for a bond and setting up their flat.

Many students will not receive their first Student Allowance or Student Loan living costs payment until mid- to late March, so it is important they budget carefully.

Sample budget for living in a hall

| Single catered room (2020 rates) |  |
|----------------------------------|------------------|------------------|------------------|
| Payment due date | Amount to pay ($) | Maximum from Student Loan for living costs ($) | Maximum from Student Allowance ($) |
| Fees and deposit | Late October | 600.00 | Nil | Nil |
| 1st instalment | Early February | 4,127.25 | Nil | Nil |
| 2nd instalment | Early April | 4,127.25 | 1,179.20 | 1,470.05 |
| 3rd instalment | Early June | 4,127.25 | 1,886.72 | 2,352.08 |
| 4th instalment | Early August | 4,127.25 | 2,358.40 | 2,940.10 |
| Total received from StudyLink after final instalment |  | 3,065.92 | 3,822.13 |
| **Total payments** | **17,109.00** | **8,490.24** | **10,584.36** |

Personal toiletries, laundry, mobile phone, and entertainment will also have to be budgeted for—$70 per week on average, a total of $2,520 over 36 weeks.

Detailed hall payment schedules for all halls are online.

ℹ️ www.wgtn.ac.nz/hall-payment-schedules
CHOOSING SCHOOL SUBJECTS

Students often ask what subjects they should take at school to help prepare them for particular subject areas at university. In most cases, there are introductory or bridging courses offered for those with a limited background in a subject area. Some first-year courses require a certain achievement level of NCEA or equivalent in Chemistry, Maths, Physics, or Music. We offer introductory courses for those with a limited background in these subjects. It is important for students to take approved subjects for University Entrance (UE) in order to gain admission to university (see page 28). Your student may need to take recommended subjects at secondary school in preparation for particular courses or degrees.

www.wgtn.ac.nz/school-subjects

ARCHITECTURE AND BUILDING SCIENCE

Arts, Design, Digital Technologies, Calculus, English, Physics, and Statistics are recommended. No portfolio is required.

BIOMEDICAL SCIENCE

Biology is highly recommended and NCEA Level 3 Chemistry is required. If students do not have the necessary background in Chemistry, introductory and bridging courses are offered in Trimester 3 and Trimester 1.

BUSINESS

Statistics and essay-based subjects such as English and History are recommended. Business Studies, Mathematics, and Digital Technology are also useful. Accounting and Economics provide good preparation, but are not essential as these subjects are taught from an introductory level.

COMMUNICATION

There are no prerequisites for the Bachelor of Communication. All majors can be started from an introductory level in the first year.

DESIGN INNOVATION

Arts, Design, Digital Technologies, Graphics, Media Studies, and Technology are recommended. Essay-based subjects are also highly recommended. No portfolio is required.

ENGINEERING

Engineering and Computer Science are rewarding disciplines that build on fundamental skills in digital technology. The Bachelor of Engineering with Honours, as well as Computer Science, Computer Graphics, Renewable Energy Systems, and Electronic and Computer Systems (within the Bachelor of Science) require NCEA Level 3 Mathematics. Students without the necessary Mathematics requirements will be able to take introductory courses in Trimester 1 that will help them meet prerequisites for core courses. Calculus is recommended for Computer Graphics and Electrical and Electronic Engineering. Physics is also recommended for Electrical and Electronic Engineering.

HEALTH

There are no prerequisites for the Bachelor of Health. However, Biology, English, Health Education, Home Economics, Physical Education, Physics, Science, Social Studies, and Statistics are recommended.

HUMANITIES AND SOCIAL SCIENCES

Any Bachelor of Arts major can be started from an introductory level in the first year. For some subjects, it is useful to have studied the relevant subject at school.
**LAW**

Essay-based subjects such as Classics, Economics, English, History, History of Art, and Geography are recommended.

**MIDWIFERY**

Entry to midwifery requires certain NCEA subjects. This includes Biology, Chemistry, or Physics at Level 2 and Level 3, as well as an English-language-rich subject such as English, History, Art History, Classics, Geography, Economics, or Media Studies at Level 3. It is recommended that interested students get in touch with the University as early as possible to discuss a pathway.

**MUSIC**

Some prior knowledge of music (including knowledge of music theory) is recommended. However, some courses can be taken without prior study of music. The introductory course MUSC 160 Introduction to Music Theory and Musicianship is offered in Trimester 3 for students without a good foundation in music theory. Classical Performance and Jazz Performance students must audition.

**SCIENCE**

Most Bachelor of Science majors can be started at introductory level and completed within three years. However, students of Applied Physics, Physics, Geophysics, Chemistry, Mathematics, Actuarial Science, Computer Science, Computer Graphics, Renewable Energy Systems, and Electronic and Computer Systems will need to have met NCEA, or equivalent, requirements of core courses linked to these majors to complete in this time. Students who do not meet these requirements can complete the majors, but may need to take bridging or additional courses.

**TEACHER EDUCATION**

Subjects relevant to those the student plans to teach are important preparation for those intending to follow a secondary pathway. For those intending a primary or early childhood education pathway, students will work across a broad range of learning areas, including Mathematics and Science. For all students, strong literacy and numeracy skills are essential. Knowledge of te reo Māori is useful as all student teachers are required to use this proficiently by the time they graduate; similarly, an understanding of New Zealand history is also helpful—though both can be studied from beginner level at the University.

**EXPLORING CAREER OPTIONS**

The Careers New Zealand website has interactive tools and a jobs database that assist students to explore career ideas and job options. The careers adviser at your student’s school will also be able to help.

[www.careers.govt.nz](http://www.careers.govt.nz)

The University’s Careers and Employment webpages have career development information to help future students learn about making career decisions, what they can do with their degree, employment after graduation, and adapting to the world of work.

**What employers look for**

The world of work is changing at an exponential pace, and increasingly requires curious and agile lifelong learners. While technical skills are important, so are people skills and adaptability. Some careers will require students to undertake postgraduate study to further develop knowledge and skills.

Statistics show that our graduates are employed in a variety of sectors. The annual Careers and Employment Job Report shows that in more than half of vacancies advertised, employers did not specify any particular degree or subject area. There was a strong demand for graduates across all disciplines, so any degree from Te Herenga Waka—Victoria University of Wellington widens potential career options.

The University’s graduate profile describes the attributes students should have when they graduate. Alongside learning from their chosen field of study, graduates will exhibit well-developed employability skills in critical and creative thinking, and intellectual autonomy and integrity. Graduates will have the ability to work both independently and collaboratively, and engage constructively with their local and international communities.

[www.wgtn.ac.nz/careers](http://www.wgtn.ac.nz/careers)
The following information applies to New Zealand and Australian citizens and permanent residents. For international student information, refer to page 29. The University offers a guarantee of acceptance to school leavers who gain University Entrance (UE) for their degree programme, provided they apply on time.

UNIVERSITY ENTRANCE
All school leavers need to have UE—this could be through NCEA, Cambridge International Examinations (CIE), or International Baccalaureate (IB).

STUDENTS APPLYING WITH NCEA*

<table>
<thead>
<tr>
<th>An NCEA Level 3 certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 credits at Level 3 in an approved subject</td>
</tr>
<tr>
<td>12 credits at Level 3 in an approved subject</td>
</tr>
<tr>
<td>12 credits at Level 3 in an approved subject</td>
</tr>
<tr>
<td>Literacy 10** credits at Level 2 or above (5 in reading, 5 in writing)</td>
</tr>
<tr>
<td>Numeracy 10** credits at Level 1 or above</td>
</tr>
</tbody>
</table>

*These requirements apply only to University Entrance being awarded in 2020.

**From specified lists of standards. See www.nzqa.govt.nz

We strongly recommend that students take four or five University Entrance approved subjects in Year 13. These will count towards their UE and GES and will mean they are well prepared for the challenge of university study. The New Zealand Qualifications Authority (NZQA) website has a list of approved subjects for UE. www.nzqa.govt.nz

STUDENTS APPLYING WITH CIE

University Entrance for students completing CIE in 2020 consists of:

- a minimum of 110 points on the New Zealand Tariff at A or AS level from any syllabus group, which are broadly equivalent to those in the list of approved subjects for NCEA
- a D grade or better in syllabuses from at least three different syllabus groups (excluding Thinking Skills), and one E grade or better in another syllabus group from the same table.

For the literacy and numeracy requirements, students will need:

- an E grade or better in any one of AS level English Language, Language and Literature in English, or Literature in English
- a D grade or better in IGCSE or GCSE Mathematics.

STUDENTS APPLYING WITH IB

University Entrance through IB consists of the full IB diploma (24 points minimum).
INTERNATIONAL STUDENT ADMISSION

International students have separate procedures for admission and first-year enrolment.

University Entrance

- International students at secondary school in New Zealand studying for NCEA, CIE, or IB will need to gain UE as described on the previous pages. International students studying IB must achieve a grade of 3 or higher in IB English.

- If international students do not gain UE, they may consider either staying on at school to gain UE or enrolling in the University’s Foundation Studies Programme, taught by UP Education. Successful completion of the Foundation Studies Programme will give them academic entrance to the University’s undergraduate degrees. Some degrees have additional requirements.

- International students who have not studied at a New Zealand secondary school will need to meet the University’s academic and English language requirements.

English language requirements

International students who gain UE and have studied at a New Zealand secondary school for at least one year already meet the University’s English language requirements. No further proof of English proficiency is required. For more information, contact Wellington University International (see page 2 for contact details), or download the International Prospectus.

www.wgtn.ac.nz/international

OTHER FORMS OF ADMISSION

There are full details of other forms of admission on our website. Contact us for more information (see page 2 for contact details).

www.wgtn.ac.nz/admission
HOW TO APPLY

Students can apply online from 1 October. Applications for scholarships and halls of residence are due earlier—see the important dates listed on this page.

The following steps will help students to apply for enrolment to study at Te Herenga Waka—Victoria University of Wellington.

Step 1: Explore areas of study
Explore the University’s degrees, subjects, and courses on our website or in our Guide to Undergraduate Study.

Step 2: Plan a programme
Before applying to enrol, it is important that students plan their first year of study. As part of the online enrolment process, students choose their degree, major/s, and courses, so it is a good idea for them to start thinking early about this. To help plan their courses, students can:

- refer to the Guide to Undergraduate Study or go to www.wgtn.ac.nz/study-guide
- talk to our liaison officers, who visit schools in Terms 3 and 4 to help students with course planning; we can also help by phone, email, video call, or in person in Wellington and Auckland
- explore our website for general advice and information about courses, including prerequisites and timetables.

Step 3: Apply

- Apply to enrol online, and check application closing dates.
- Apply to StudyLink if paying fees by Student Loan.

Step 4: After application
Students will need to:

- check and accept their Offer of Study
- provide supporting documents to the University.

Step 5: Finalising enrolment
Students will receive a Confirmation of Study once everything is finalised.

International students
International students should contact Wellington University International for information on how to apply. See page 2 for contact details.

www.wgtn.ac.nz/nz-international-secondary-student-application

IMPORTANT DATES

APPLY FOR SCHOOL-LEAVER SCHOLARSHIPS
From July to 1 September

APPLY FOR HALLS OF RESIDENCE
From 1 August to 1 October

APPLY TO ENROL
From 1 October to 20 January
CONNECT WITH US

Ask questions
The Student Recruitment and Orientation team has offices in Wellington and Auckland, and can help with questions about admission, enrolment, and degree and course planning. We also offer specialised Māori and Pasifika student support, assist with special needs, and connect students with faculties and services. See page 2 for contact details.

Take a campus tour
Next time you’re in Wellington, join a tour of the Kelburn campus. Campus tours run every Monday and Wednesday at 11 am, and every Friday at 11 am and 3 pm. Book online or call 0800 04 04 04.

Get course advice
Students can make an appointment with us in Wellington or Auckland and get help with first-year course planning. We can also do course planning via email, phone, or video call.

www.wgtn.ac.nz/campus-tours

www.wgtn.ac.nz/course-planning
## KEY DATES

<table>
<thead>
<tr>
<th>Year</th>
<th>Month</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2020</td>
<td>August</td>
<td>1 Aug</td>
<td>Halls of residence applications open for 2021</td>
</tr>
<tr>
<td></td>
<td>September</td>
<td>1 Sep</td>
<td>School-leaver scholarship applications due</td>
</tr>
<tr>
<td></td>
<td>October</td>
<td>1 Oct</td>
<td>Enrolments open</td>
</tr>
<tr>
<td></td>
<td>October</td>
<td>1 Oct</td>
<td>Halls of residence applications due</td>
</tr>
<tr>
<td></td>
<td>October</td>
<td>27 Oct</td>
<td>Application due date for courses in Trimester 3, 2020–21 (TBC)</td>
</tr>
<tr>
<td></td>
<td>November</td>
<td>8 Nov</td>
<td>Trimester 3 begins</td>
</tr>
<tr>
<td></td>
<td>December</td>
<td>1 Dec</td>
<td>International students’ applications due for March 2021 intake</td>
</tr>
<tr>
<td></td>
<td>December</td>
<td>10 Dec</td>
<td>School leavers should apply to enrol by this date to ensure a place in their preferred courses</td>
</tr>
<tr>
<td>2021</td>
<td>January</td>
<td>20 Jan</td>
<td>Enrolment applications due</td>
</tr>
<tr>
<td></td>
<td>February</td>
<td>15 Feb</td>
<td>New Students’ Orientation (through to 19 Feb)</td>
</tr>
<tr>
<td></td>
<td>February</td>
<td>22 Feb</td>
<td>Trimester 1 begins</td>
</tr>
</tbody>
</table>