



Te Wānanga o Aotearoa

Puka Whakauru

Enrolment Form 2011

Open Wānanga

Call free 0800 37 37 37
www.openwananga.ac.nz

Nau mai, haere mai ki Open Wānanga. Welcome to Open Wānanga.

Open Wānanga is the home based learning school of Te Wānanga o Aotearoa and as such all programmes offered by Open Wānanga are accredited by Te Wānanga o Aotearoa.

Please read the questions carefully and refer to the Guide to Enrolment if you have any questions.

The purpose of this enrolment form is to obtain information to enrol you into a qualification at Open Wānanga and provide information to the Ministry of Education and other government agencies for statistical and registration purposes. You need to:

- Complete all required questions on the enrolment form
- Print your answers clearly in pen or tick the box that applies
- Sign the form
- Attach required documents (see number 24).

If you are enrolling in person, please bring the enrolment form and original / or verified documentation to the enrolment centre near you.

If you are posting your enrolment form, please attach:

- a verified copy of your birth certificate or passport
- a verified copy of proof of permanent residence (only required if born overseas)
- a verified copy of proof of name change (if applicable).

Note: Attaching all relevant documents will ensure that your enrolment is not delayed.

1 Please write the name of the programme you wish to study:

Delivery site (if known):

2 Surname

Ms Miss Mrs Mr

Other (specify)

First name(s)

Previous name known by

3 Date of birth

Day Month Year

4 Gender

Male Female

5 Do you know your New Zealand Qualifications Authority (NZQA) or National Student Index (NSI) number, please write it here:

6 Tertiary study:

Will this be the first year you have ever enrolled in a university, polytechnic, college of education, private training establishment or wānanga either in New Zealand or overseas since leaving school? Do not include enrolments in STAR, community or hobby classes.

Yes If 'Yes' please go to question 9

No If 'No', please enter the name of the tertiary organisation you studied at and the year of enrolment below:

 Year

7 What is your highest tertiary qualification?

Level 1 - 4 Certificate

Level 8 Honours / Post Graduate

Level 5 - 7 Diploma

Level 9 Masters

Level 7 Bachelor

Level 10 Doctorate

8 Have you enrolled with Te Wānanga o Aotearoa before? (Including Mahi Ora, Mauri Ora, Papa Ako and Papa Whairawa)

Yes If 'Yes', please write your student ID number here (if known) and then go to question 15

No

9 What year do you expect to complete the academic requirements of your programme/s in order to graduate with your qualification?

Year

How do you intend to study?

Part-time Full-time

Are you enrolled or planning to enrol at another institution at the same time?

Yes No

10 Method of payment: (only if applicable)

Student Loan TIA Cash / Cheque

Campus receipt number

11 **Ethnicity:**
What ethnic group(s) do you belong to? You may tick up to three boxes that apply to you. (This information is required for Ministry of Education purposes)

- 111 New Zealand European / Pākehā
- 211 New Zealand Māori
- 311 Samoan
- 321 Cook Island Māori
- 331 Tongan
- 341 Niuean
- 351 Tokelauen
- 361 Fijian
- 371 Other Pacific Peoples
- 121 British

- 121 Irish
- 122 Dutch
- 123 Greek
- 124 Polish
- 125 South Slav
- 126 Italian
- 127 German
- 128 Australian
- 129 Other European
- 411 Filipino
- 412 Cambodian
- 413 Vietnamese

- 414 Other Southeast Asian
- 421 Chinese
- 431 Indian
- 441 Sri Lankan
- 442 Japanese
- 443 Korean
- 444 Other Asian
- 511 Middle Eastern
- 521 Latin American
- 531 African
- 611 Other
- 999 Not stated

12 Please specify if 'Other', 'Other Pacific Peoples', 'Other Asian', 'Other Southeast Asian', or 'Other European':

13 **Iwi:**
If you identified as 'New Zealand Māori' in question 11, what is the name of your Iwi? (If unsure please refer to the Guide to Enrolment for Iwi / Rohe codes)

Iwi

Hapu

Iwi

Hapu

Iwi

Hapu

14 **Citizenship and residency:**

Tick the box which best describes your citizenship or permanent residency status:

New Zealand citizen | NZL Australian citizen | AUS Other

If you answered 'Other' please specify:

(For students with dual citizenship, specify the country of citizenship on the passport used to enter New Zealand)

15

Prior activity:
What was your MAIN activity or occupation in New Zealand at 1 October last year?
(You may tick only one box)

- 01 Secondary school student
- 05 University student
- 11 Private training establishment student
- 09 Overseas (irrespective of occupation)
- 03 Wage or salary worker
- 07 College of education student
- 06 Polytechnic student
- 04 Self employed
- 12 Wānanga student
- 08 House person or retired
- 02 Non-employed or beneficiary (excluding retired)

If answered '02', please specify the benefit you are receiving

If answered '03', please specify nature of employment

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Disability:
Do you live with the effects of significant injury, long-term illness, or disability which may affect your studies?
(The information you supply is confidential)

- No
- Yes If 'Yes', your disability affects you in which of the following ways?
- Hearing
 - Visual
 - Brain / head injury
 - Communication (verbal and written)
 - Learning
 - Neurological
 - Temporary medical condition
 - Mobility
 - Mental health

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Medical condition:
Please state any medical condition that may affect your studies.

18

Secondary school:
What was the name of the last secondary school you attended?
State 'overseas', if applicable.

What was your last year at secondary school?

19

What is the highest level of achievement you hold from a secondary school?
Your highest achievement may be a School Certificate, or you may have achieved a number of credits on the National Qualifications Framework.
Your NZQA Record of Learning will show how many credits you have.
Tick one box only.

- 00 No formal secondary qualifications
- 11 14 or more credits at any level
- 12 NCEA Level 1 or School Certificate
- 13 NCEA Level 2 or 6th Form Certificate
- 14 University Entrance
- 15 NCEA Level 3 or Bursary or Scholarship
- 09 Overseas qualification (includes International Baccalaureate and Cambridge Exams)
- 98 Other
- 99 Not known

If you answered 'Other' or 'Overseas qualification' please specify:

20

Do you currently have or will you have a student loan this year?

IRD NUMBER COMPLETION FOR STUDENT LOAN INTEREST WRITE-OFF
(optional)

- No
- Yes If 'Yes' please insert your IRD number: --

Interest write-offs:
If you have a student loan, or anticipate applying for one this year, you may be entitled to have the interest on your loan written off for the period of study.

For more information on how to become eligible for interest free student loans, visit www.ird.govt.nz/studentloans

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Home address:

Street address

Suburb

Town / City

Postcode

Postal address: (if different from home address)

Street address

Suburb

Town / City

Postcode

22

Home phone

Fax

Mobile

Email

23

Next of kin name:

Phone

Ngā Pepa Whaimana

Documentation

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To qualify as a domestic student and to be entitled to the government tuition subsidy, you must be a citizen of New Zealand (including students from the Cook Islands, Tokelau, or Niue who have New Zealand citizenship) or a permanent resident of New Zealand or a citizen or permanent resident of Australia residing in New Zealand. You must provide evidence of citizenship or permanent residency by producing one of the following:

- Birth certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue
- New Zealand passport

- A statement of whakapapa, including date of birth, countersigned by a kaumātua (for New Zealand Māori if birth is not registered; from 60 years old)
- Certificate of citizenship or letter of confirmation
- Overseas passport with residency stamp

You can bring the original documents to the enrolment desk or provide a certified copy. This means a photocopy of your original document, signed as being a true and accurate copy by a justice of the peace (JP), solicitor, minister of the church, general practitioner or school principal for example.

He Whakapuakanga

Declaration

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Privacy - Open Wānanga and Te Wānanga o Aotearoa collects and stores information from this form to comply with requirements of the Ministry of Education (student statistical returns), New Zealand Qualifications Authority (Record of Learning registration and Unit Standard 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). 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 institutions for the purpose of verifying academic records. In addition when required by statute, Open Wānanga releases information to government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development and the Accident Compensation Corporation (ACC).

Open Wānanga may also disclose the information you provide in this enrolment form to an external debt collection agency in order to collect unpaid fees.

In signing this enrolment form you authorise such disclosure on the understanding that Open Wānanga 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. To do so, contact the Tairua Administration Department.

NB: The Privacy Act came in to force on 1 July 1993, with the stated aim of protecting the privacy of natural persons. It requires Open Wānanga to collect, hold, handle, use and disclose personal information in accordance with the 12 information privacy principles in the Act.

IRD Number - Where you have supplied your IRD number for the purposes of a student loan interest write-off, the information is collected for the Ministry of Education who will forward it, along with your full-time or part-time study status to Inland Revenue. Inland Revenue will use this information to assess your eligibility for a student loan interest write-off. The information is used solely for this purpose.

Fees - In signing this enrolment form you undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery.

Regulation for refund of fees: 3.2.12.1 A tairua is entitled to a refund for fees paid when:

- a tairua withdraws from some of the units before the 10% cut-off date and a partial refund of the fees for units withdrawn will be made on a pro-rata basis
- a programme is cancelled due to insufficient numbers or failed to run
- an early withdrawal or withdrawal application has been submitted for approval.

Rules - In signing this enrolment form you undertake to comply with the published rules and policies of Open Wānanga with regard to attendance, academic progress, standard of dress, health and safety, intellectual property, research and behaviour.

I understand that I may be approached in the future to participate in relevant Open Wānanga-related research and have the right to refuse to participate when approached.

Declaration - I declare that to the best of my knowledge all the information supplied with this enrolment form is true and complete.

I agree to abide by the conditions described above and I consent to the disclosure of personal information as described above.

Please sign here

Signature

Date

(Note: If you are under 18 and enrolling on a fee paying programme, please complete a Parental Consent Form)

Please write the name of the programme you wish to study:

Delivery site (if known):

Marketing information:

Please tick only one box for each question.

What is the main reason you choose to study at Open Wānanga?

- It is a Māori organisation
- The programme is fee free
- The learning environment is cultural and whānau orientated
- It is an organisation for adult learners
- The mode of delivery suits me better
- I have Māori whānau
- Other reason, please specify:

What is your objective in enrolling on the programme?

- To gain employment after completion
- To gain general knowledge
- To build a good foundation for future higher studies
- To prepare me for enrolment at university
- To learn more about Māori language and culture
- To learn how to set up my own business
- To complete a formal qualification
- Other reason, please specify:

FOR SUCCESSFUL ENROLMENT REMEMBER TO:

- ✓ Answer all the questions
- ✓ Attach verified copies of your documentation
- ✓ State the programme you wish to study
- ✓ Sign and date the form

For office use:

Interviewer / Administrator section:

Accepted onto programme: _____

MOE Code: _____ Int Code: _____

Class Code: _____

Interviewer / Administrator's name: _____

Interviewer / Administrator's signature: _____

Date:

Student start date:

Student finish date:

Delivery site administration section:

Administrator's name: _____

Administrator's signature: _____

Date:

Take 2 enrolment section:

Taura Administrator's name: _____

Taura Administrator's signature: _____

Date:

Student ID number:

Taura Administration Department Office Use Only:

Enrolment verified and checked in Take 2:

Date:

Homebased Learning Providers

Tamaki Makaurau

Te Wānanga o Aotearoa
15 Canning Crescent
Mangere
Manukau 2022
Phone: (09)255 1402
Fax: (09) 256 5901

Hauraki

Ngāti Maru Runanga
111 Queen Street
Thames 3500
Phone: (07) 867 9104
Fax: (07) 867 9106

Whakatāne

He Whetu o He Marama
99 Paparua Road
RD2
Opotiki 3198
Phone: (07) 312 6133
Fax: (07) 312 6134

Ngāti Kahungunu

Tuku Iho Limited
120 Riverbend Road
Maraenui
Napier 4110
Phone: (06) 843 7142
Fax: (06) 843 7149

Taupo

Manaaki Ora Limited
155 Spa Road
Taupo 3330
Phone: (07) 376 9036
Fax: (07) 378 1210

Taranaki

Open Wānanga
Old Barrett Street, Hospital Premises
Auaha Building, Barrett Street
New Plymouth 4310
Phone: (06) 758 0564

Otautahi

Premier Promotions
207a Wainoni Road
Avondale
Christchurch 8061
Phone: (03) 382 0871

Te Tai Tokerau

Open Wānanga
71a Commerce Street
Kaitaia 0410
Phone: (09) 408 4990
Fax: (09) 408 1781

Te Tairāwhiti

He Whetu o He Marama
630 Childers Road
Gisborne 4010
Phone: (06) 869 0926

Manawatū

Te Wānanga o Aotearoa
142 Botanical Road
Palmerston North 4412
Phone: (06) 355 3381
Fax: (06) 355 3384

Wairariki

Te Wānanga o Aotearoa
Turipuku Site
1 Dinsdale Road
Rotorua 3015
Phone: (07) 349 2360
Fax: (07) 349 2305

Tainui

Te Wānanga o Aotearoa
514 Te Rapa Road
Hamilton 3200
Phone: (07) 843 6764
Fax: (07) 849 8826

Te Whanganui a Tara / Horowhenua

Te Wānanga o Aotearoa
3 Heriot Drive
Porirua 5022
Phone: (04) 237 7166 extn 6053
Fax: (04) 237 0116

Whanganui

Kaitautoko & Co.
47 Brassey Street
Waverley 4510
Phone: (06) 346 6035

Te Waipounamu

Open Wānanga
PO Box 154
Waitati 9069
Dunedin
Phone: (03) 455 2976
Fax: (03) 455 7923



English Language Sites

Botany Downs, Auckland

Office 5B, Block E (above Subway)
Level 1
Fountain Lane South
Botany Downs Town Centre
East Tamaki
Manukau 2013,
Auckland
Phone: (09) 279 9313

- Speaking and Living English

City, Auckland

DYNASPEAK
ACG Building
Level 4,
345 Queen Street
Auckland 1010
Phone: (09) 377 2434

- Certificate in English for Speakers
of Other Languages

Albany, Auckland

1/2a William Pickering Drive
Rosedale
North Shore 0632
Phone: (09) 480 9287

- Speaking and Living English
- Certificate in English for Speakers
of Other Languages

Panmure, Auckland

5 Domain Road,
Panmure
Auckland 1072
Phone: (09) 570 5194

- Speaking and Living English

Pukapuka Training Academy, Auckland

1 Jordan Road
Mangere
Auckland 2022
Phone: (09) 257 1031

- Speaking and Living English

Manukau, Auckland

Te Wānanga o Aotearoa
Manukau
15 Canning Crescent
Mangere
Manukau 2022
Auckland
Phone: (09) 256 5900

- Speaking and Living English

New Lynn, Auckland

Level 3
3055 Great North Road,
New Lynn
Waitakere 0600
Phone: (09) 827 3612

- Speaking and Living English

Hamilton

Te Wānanga o Aotearoa
English Language Academy
Level 1
800 Victoria Street
Hamilton 3204
Phone: (07) 839 6825

- Speaking and Living English
- Certificate in English for Speakers
of Other Languages

Thank you for your enrolment.

We are here to help you. If you would like assistance completing your enrolment you can refer to the Guide to Enrolment found in your enrolment pack.

The Guide to Enrolment will outline the verified documentation requirements and explain things such as National Student Index numbers. You will also find a list of Iwi / Rohe codes.

If you still have questions please call us on the call free numbers:

- Open Wānanga programmes
0800 37 37 37
Monday - Friday, 8.00am - 6.00pm
- English Language programmes
0800 355 344
Monday - Friday, 8.30am - 5.00pm