



MANUKAU CHRISTIAN SCHOOL

APPLICATION TO ENROL AS AN INTERNATIONAL STUDENT & TUITION AGREEMENT

<p>Name of Student: _____ (Surname) (First Name)</p> <p>Date of Birth: _____ Male / Female: _____</p> <p>Ethnicity _____ Date of Entry into New Zealand: ___/___/___</p> <p>Length of time International Student wishes to enrol for: _____/_____/____ from _____ to _____</p> <p>English Name for Student: _____</p>	<p>Verification (Office use only)</p> <p>Passport <input type="checkbox"/></p> <p>Student visa <input type="checkbox"/></p> <p>Student Permit <input type="checkbox"/></p> <p>photocopied</p> <p>Term 1 Term 2 Term 3 Term 4</p>
<p>Will the student (named above) be living with a parent or designated caregiver? Yes No</p>	<p>Parent Passport <input type="checkbox"/> verified and <input type="checkbox"/> photocopied</p>
<p>Details of the Parent/ Designated Caregiver the International Student (named above) will reside with while attending Manukau Christian School.</p> <p>Name of Parent or Designated Caregiver: _____ (Please Print Full Name)</p> <p>New Zealand Address: _____ _____</p> <p>Phone: (09) _____ Mobile Phone 02 _____</p> <p>Email: _____</p>	<p>Passport <input type="checkbox"/> photocopied</p> <p>Proof of Residential Details <input type="checkbox"/></p> <p>Signed letter from parents <input type="checkbox"/></p> <p>Support info for caregivers if applicable <input type="checkbox"/></p>
<p>Emergency Contact details:</p> <p>Name/s: _____</p> <p>Address: _____</p> <p>Phone: _____ Mobile: _____</p> <p>Email: _____</p>	<p>Signed Indemnity Documents for students living with a designated caregiver <input type="checkbox"/></p> <p>Caregiver Agreement <input type="checkbox"/></p>

<p>STATEMENTS A statement of your Christian faith and experience and why you wish to enrol your child at Manukau Christian School.</p> <p>Father: _____ _____ _____</p> <p>Mother: _____ _____ _____</p>	
<p>All International Students enrolled at Manukau Christian School must have sound health and Medical Insurance.</p> <ul style="list-style-type: none"> Does the International Student (named above) have sound health? Yes No <p style="text-align: center;">Proof of medical insurance cover while in New Zealand must accompany this application form.</p>	<p>Medical Insurance details <input type="checkbox"/> checked and Photocopied</p> <p>Emergency <input type="checkbox"/> Contact Procedures completed</p>
<p>Manukau Christian School expects to be able to meet the learning needs of children enrolled at the school.</p> <p>Understanding of spoken English: Excellent Very Good Good Fair None <p style="text-align: center;">(please circle one)</p> <ul style="list-style-type: none"> Does the International Student (named above) have any special learning or behavioural needs? Yes No <p>Details if applicable: _____</p> </p>	
<p>I have been informed about and received a summary of the Code of Practice for International Students: Yes No</p>	<p>Copy of Summary Code in Student Handbook <input type="checkbox"/></p>

<p>I have received a copy of the school prospectus and policies (including Fees Refund Policy) relevant to International Students and have read and understood them</p> <p>Yes No</p>	<p>Prospectus <input type="checkbox"/></p> <p>Complaints Procedures in Student Handbook <input type="checkbox"/></p>
<ul style="list-style-type: none"> • I have read, understood and accept the policies, including the Refund and Fee Protection Policy, conditions of enrolment, rules and procedures regarding International Students at Manukau Christian School and agree to abide by them. • I agree that all disputes will be dealt with in accordance with New Zealand law. • I confirm all the information contained in this application is true and correct to the best of my knowledge and belief • I will inform the school if there are any changes to the details of this application. <p>Parent / Designated Caregiver Signature: _____</p> <p>Date: _____</p>	<p>Student Handbook and Parent Handbook Provided (school rules) <input type="checkbox"/></p>
<p>Manukau Christian School agrees to provide tuition and pastoral care support (in accordance with the Code of Practice for the Pastoral Care of International students) for:</p> <p>_____</p> <p>Name of International Student</p> <p>For the period of: _____ commencing ____/____/____</p> <p>Signature: _____ Date ____/____/____ on behalf of Manukau Christian School Trustboard.</p> <p>Stamp:</p> <p>This document, including Policies for International Students, forms the Contract</p>	<p>Application approved <input type="checkbox"/></p> <p>Copy of Signed Contract to Applicant <input type="checkbox"/></p> <p>Emergency Contact Procedures completed AND photocopied <input type="checkbox"/></p>
<p>Tuition fees are: \$_____ per term or \$_____ per annum (inc GST)</p> <p>Enrolment Fee: \$_____</p> <p>Period of tuition: Start _____ Finish _____</p> <p>Fees Paid: \$ _____</p> <p>Received by: _____ Date: _____</p>	<p>Paid in full <input type="checkbox"/></p> <p>Receipt issued <input type="checkbox"/></p> <p>Offer of place issued <input type="checkbox"/></p>

CONTRACT OF ENROLMENT: Foreign Fee Paying Students

ENROLMENT

- Enrolment is subject to availability of places within the Manukau Christian School.
- The Principal shall have absolute discretion as to which children he shall enroll. He will be guided by the statements as stipulated in the School Prospectus under "Enrolment Guidelines."
- Parents are familiar with the "Enrolment Conditions" as found in the School Prospectus.
- Enrolment becomes a binding contract when a place has been reserved and payment has been made.

ENROLMENT FEE

- This is a once-off payment only. If you extend your period of stay, no additional fee is paid.

PAYMENT

- All fees must be paid in full before the start of each term.

PAYMENT OPTIONS

- Fees can be paid by :
- Cash
- Cheque made payable to Christian English Academy of New Zealand
- Bank draft mailed to our postal address of P O Box 75-623, Manurewa, Auckland, New Zealand.
- Telegraphic transfer from your bank to our bank account: CEANZ, a/c 12-3032-0693298-02, ASB Bank Manurewa, Auckland, NEW ZEALAND.

ATTENDANCE

- Students are asked to be punctual and to behave in a responsible manner. If your behaviour is unacceptable, you may be asked to leave, in which case, no course fees will be refunded.
- Attendance to all classes is required. Please notify the school if you are away/unable to attend class, failing which the NZ Immigration Department may be contacted.

TRANSFER OF FEES

Course fees cannot be transferred to any other student.

CANCELLATION

- I have read and understand the Refund Conditions as outlined in the School Prospectus.

LIABILITY

- The Auckland Christian Schools Trust cannot be held responsible for damage, loss or injury incurred within the School or on an excursion. We strongly advise adequate medical and travel insurance.
- The Auckland Christian Schools Trust shall under no circumstances be liable to any student or person for direct or indirect or consequential loss or damage of any kind arising out of or attributable to any breach by the Academy of its obligations under the Contract of Enrolment.
- The Auckland Christian Schools reserves the right to change courses, starting dates and fees without prior notice.
- The Auckland Christian Schools shall not be liable if, for any reason, the published courses cannot be offered due to insufficient students or unavailability of staff.

DECLARATION

I UNDERSTAND AND ACCEPT THE CONDITIONS OF ENROLMENT OUTLINED ON THIS FORM.

Signature: _____

Date: _____

Manukau Christian School is a ministry of the Auckland Christian Schools Trust.

CODE OF PRACTICE FOR THE PASTORAL CARE OF INTERNATIONAL STUDENTS

The Auckland Christian Schools Trust has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Minister of Education. Copies of the Code are available on request from this institution or from the New Zealand Ministry of Education website at <http://www.minedu.govt.nz>. **Health and Travel Insurance:** Most students are not entitled to publicly funded health services while in New Zealand unless they are: a resident or citizen of Australia; or a national of the United Kingdom in New Zealand; or the holder of a temporary permit that is valid for two years or more. If you do not belong to one of these special categories and you receive medical treatment during your visit, you will be liable for the full costs of that treatment. We strongly recommend that you have insurance that will cover the cost of medical treatment in New Zealand for the duration of your stay in New Zealand. We also strongly recommend that you obtain insurance to cover your travel to and from New Zealand.

Immigration: Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website at <http://www.immigration.govt.nz>