



Hutt Valley High School

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Attach photo
here

APPLICATION FORM HUTT VALLEY HIGH SCHOOL INTERNATIONAL STUDENT

Student Details

FAMILY NAME (as shown on passport)

GIVEN NAME (S) (as shown on student's passport)

GENDER MALE FEMALE

ENGLISH NAME (if any)

DATE OF BIRTH

DD/MM/YY

NATIONALITY (as shown on student's passport)

FIRST LANGUAGE

STUDENT'S CURRENT POSTAL ADDRESS

STUDENT'S HOME TELEPHONE

HOME EMAIL

STUDENT'S PASSPORT NUMBER

COUNTRY OF ISSUE

PASSPORT ISSUED ON

EXPIRES

Parent/Legal Guardian details

FATHER'S NAME

MOTHER'S NAME

ADDRESS

ADDRESS (if different)

OCCUPATION

OCCUPATION

WORK PHONE/MOBILE PHONE

WORK PHONE/MOBILE PHONE

EMAIL

EMAIL

Agency

AGENCY NAME

AGENCY CONTACT PERSON

AGENCY PHONE NUMBER

AGENCY EMAIL

Student's Educational Background and Goals (courses are subject to an assessment of English competency)

How many years have you studied English?

When do you want to start Hutt Valley High School?

How long do you want to study at Hutt Valley High School?

1 term	2 terms	3 terms	Full Year	More
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What subjects do you want to study at Hutt Valley High School?

What is your intended career?

Accommodation

I WOULD LIKE A HUTT VALLEY HIGH SCHOOL HOMESTAY

YES

NO

If YES, please complete the **Homestay Application Form** and a homestay will be arranged for you.

If NO, please complete the **Indemnity Document for Students Living with a Designated Caregiver** form.

Medical Information

Do you want HVHS to arrange medical insurance for you?

YES

NO

Do you have medical insurance?

YES

NO

Policy Number

Name and address of insurance company:

Start Date;

Expiry Date:

Do you suffer from any illness the school should know about?

If yes, please provide details including medication:

How did you find out about Hutt Valley High School?

Agency
Educational Fair

Hutt Valley High School Website
Friend/Family recommendation

Other Website
NZTE/NZ Embassy

Thank you for your interest in Hutt Valley High School. Before this application is completed parents should read all information including the Code of Practice and the Hutt Valley High School fees and refunds policy.

In order to help us accept your enrolment, please send us:

1. The completed enrolment form
2. A copy of your latest school report.

When we receive the information and if we have a place available, we will send you an Offer of Place letter and a Fees Invoice.

After the fees have been paid, we will send a Receipt of Fees letter. The Offer of Place and Receipt of Fees letter are needed for the student visa application. More information can be found on the HVHS website:

www.hvhs.school.nz/international/.

How to pay:

Direct Credit to: Bank of New Zealand, High Street, Lower Hutt, New Zealand
Hutt Valley High School Board, Account number 020528 0030654 00
Bank statement details: Student's name
Swift Code: BKNZLN22

Parental Agreement:

We accept the Offer of a Place at Hutt Valley High School on behalf of:

(student's name)

We agree that our child shall be subject to the rules and discipline of Hutt Valley High School.

We allow Hutt Valley High School to take any necessary disciplinary action if our child breaks the NZ Law or Hutt Valley High School rules.

We allow Hutt Valley High School to take any necessary disciplinary action if our child breaks the Homestay Contract.

We have read, understood and agree to the terms and conditions of the refund policy.

Name/s:

Signature/s:

Date:

I/We are the: Mother and Father Mother Father Other person
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If other person please state relationship to student:

I/We confirm that the information included in this application is correct.

Name/s:

Signature/s:

Date:

Relationship to student: Mother and/or Father Guardian Other person
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If other person please state relationship to student:

Student Agreement:

I have read and understood the information concerning Hutt Valley High School (pages 5-8). I agree to abide by the school rules and New Zealand Law at all times.

Please enclose the following:

1. A copy of a recent school report
2. An appropriate reference from your agent or school
3. Your record of attendance at your current school
4. Completed Homestay application if you require a homestay
5. Designated Caregiver Form if you will be living with a relative

Student's Signature:	<input type="text"/>	Date	<input type="text"/>
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Parent's Signature:	<input type="text"/>	Date	<input type="text"/>
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Hutt Valley High School Code Statements

Hutt Valley High School requires all international students to have both medical and travel insurance. Proof of insurance is required to be presented at the time of enrolment and insurance documents must be in English. We offer insurance with 'Uni-Care' that provides extensive travel and medical cover. Documentation is available from the International Department.

Hutt Valley High School 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/>

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>

Eligibility for Health Services

International students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly-funded health services are available through the Ministry of Health, and can be viewed on their website at <http://www.moh.govt.nz>.

Accident Insurance

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at <http://acc.co.nz>.

**Parental Agreement:
INTERNATIONAL STUDENT TUITION CONTRACT
(must be signed by Parent)**

I/We must:-

- 1) Give full accurate and honest information in all my application forms including medical and educational.
- 2) Will inform Hutt Valley High School of any sickness, behavioural problems, disability or special education before enrolment is considered.
- 3) Follows all the rules and regulations of Hutt Valley High School and to co-operate with staff at all times.
- 4) Accept the terms of Hutt Valley High School refund policy.
- 5) Understand that my/our son/daughter must have satisfactory attendance at Hutt Valley High School in order to keep their Student Visa. Hutt Valley High School has the right to terminate this agreement and inform the NZ Immigration Service if our/my child fails to comply with the Ministry of Education attendance requirements.
- 6) Understand that my/our child must not take extra time away from school unless authorised by the Director of International Students, Hutt Valley High School.
- 7) Understand that our/my child must not own or drive a motor vehicle while enrolled at Hutt Valley High School
- 8) Understand that the breaking of New Zealand law or continued misbehaviour at school or in the homestay may result in our son/daughter being sent home. This agreement being terminated
- 9) Understand and will provide documentation showing that our son/daughter has adequate travel, medical and personal loss insurance while in New Zealand.
- 10) Understand that my/our child will live in a homestay approved by Hutt Valley High School for the length of the Visa/Permit and follow the rules applying within the homestay (see the homestay contract). No International Students enrolled at Hutt Valley High School are permitted to live in flatting situation, regardless of age.
- 11) Understand that Hutt Valley High School has the right to pass on relevant information about our child if necessary.
- 12) Agree to my/our child receiving any emergency, medical, dental or surgical treatments including anaesthetic or blood transfusions as considered necessary by the medical authorities at the time.
- 13) Agree to provide updated contact details at all times during the time of enrolment at Hutt Valley High School.

I understand that failure to comply with any of the above requirements, undeclared health problem or breaking a New Zealand law could result in the contract being revoked and the normal school discipline procedures applied. If this occurs it is likely that the visa/permit would then be revoked by the New Zealand Immigration Service.

Student's Signature:

Date

Parent's Signature:

Date

SCHOOL'S OBLIGATION:

1. Hutt Valley High School shall provide tuition in accordance with that accorded to domestic students.
2. Hutt Valley High School will assess the student's level in English and other subjects to determine course placement.
3. Hutt Valley High School will not accept international students under 14 years of age.
4. Hutt Valley High School will endeavour to ensure the safety, health and well being of your son/daughter but shall not be liable for:-
 - a. Any damage or harm caused to the student or student's property while attending the school.
 - b. Any damage or harm caused to the students or the student's property arising out of the student's accommodation.

REFUND POLICY FOR INTERNATIONAL STUDENTS

We will make every effort to ensure that the student's stay at Hutt Valley High School is successful and rewarding. If a decision is made to withdraw from the school, it must be in full consultation with parents and agents.

To be eligible for a refund, an application must be made in writing to the Principal by the parents or legal guardian clearly stating the reason for the withdrawal of the student.

If the withdrawal is made before the student arrives in New Zealand, full tuition fees are refunded less the \$600 administration fee.

No refund will be made if the student is asked to leave school because of poor attendance, violation of the school rules or the rules of the New Zealand Government.

No refund will be made if the student transfers to another school.

No refund will be made if the student returns home for any reason other than serious illness or death or serious illness of a family member. (Medical evidence must be provided).

No refund will be made if they continually breach the Homestay Contract.

No refund will be made if the students leaves or gains permanent residency after the mid-point of his/her contract.

This policy is based on Section 4B(7) of the Education Amendment (No. 4) Act 1991. Refer to www.govt.nz.

STUDENT ACTIVITIES

All our international students are encouraged to join a sporting or cultural activity. This is a great way to make new friends. See the website for sports and cultural activities.