



# APPLICATION FOR SECONDARY SCHOOL AND ENGLISH LANGUAGE SCHOOL ENROLMENT

Please ensure that you read and complete all sections of this enrolment form. This is an application for enrolment. The final decision on acceptance lies with the school/institution.

## 1. Personal Details

Legal family name	Photo	
Legal given name(s)		
If you are not commonly called by your legal name(s), what do you prefer to be called?		
Preferred family name		
Preferred first name		
<b>Male / Female</b> <i>(Please circle)</i>	Date of birth    /    /	Country of birth
Passport number	Place of issue	
Date of issue	Date of expiry	
What is your first language?		

## 2. School Preference

### Name of selected school/institution in order of preference

1.	If a place is not available in the institution of your first choice, would you like us to pass your details on to your second choice?
2.	
3.	
<b>Yes / No</b> <i>(please circle)</i>	

### Starting Time *(please circle)*

<b>Term 1</b> (February)	<b>Term 2</b> (May)	<b>Term 3</b> (July)	<b>Term 4</b> (October)	Year
If other, please state date <i>(subject to school approval)</i>				

## 3. Agent Details

Name of education agent <i>(ISENZ or other name)</i>		
Address		
Suburb	Town/city	Country
Phone	Fax	Email
<i>(Include country and area codes)</i>		<i>(Include country and area codes)</i>

## 4. Parent Contact Details

Father's name		
Mother's name		
Parent's home address		
Suburb	Town/city	Country
Phone (daytime) <i>(Include country and area codes)</i>	Phone (evening) <i>(Include country and area codes)</i>	
Fax <i>(Include country and area codes)</i>	Email	
Parent 2 home address <i>(if different)</i>		
Suburb	Town/city	Country
Phone	Email	

### Preferred Accommodation *(please tick)*

- Homestay arranged by school or institution
- Hostel (only available in some schools)

## 5. Guardianship/Caregiver

Students aged 10 or under (Years 1-6) must live with a parent or legal guardian.

A legal guardian is a caregiver who has been appointed by the courts as a legal guardian.

A document signed by the student's parents stating that a particular person is authorised to be their child's guardian is not sufficient and is not legally binding.

Students aged 11-13 do not require a legal court-appointed guardian while studying in New Zealand but they must study at an educational institution which has Code of Practice 'prior programme approval'. However, parents have the right to appoint a non-legal guardian while their child is studying in New Zealand.

### Guardianship/Caregiver Options *(please tick)*

- The school will act as the caregiver
- ISENZ will act as a non-legal guardian
- I/We prefer to appoint a legal guardian *(please give name of appointed guardian and details below)*

### Appointed Guardian Details

Guardian's name		
Address		
Suburb	Town/city	Country
Phone <i>(Include country and area codes)</i>	Email	

## 6. Course of Study *(Only to be completed for Year 9-13 enrolments)*

### Year Level

Most New Zealand high schools cater for years 9 - 13.

Area schools cater for years 7 - 13.

Intermediate schools cater for years 7 and 8 only.

### School Level    Student Age

Year 7	11/12 years
Year 8	12/13 years
Year 9	13/14 years
Year 10	14/15 years
Year 11	15/16 years
Year 12	16/17 years
Year 13	17/18 years

### Year Level on entering New Zealand school *(please circle one)*

<input type="radio"/> Year 7	<input type="radio"/> Year 8	<input type="radio"/> Year 9	<input type="radio"/> Year 10	<input type="radio"/> Year 11	<input type="radio"/> Year 12	<input type="radio"/> Year 13
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*Note: The school may recommend a lower year level if a student's English and academic levels are not adequate.*

### Preferred subjects. Choose six subjects.

*Leave blank or partly completed if not fully decided, or if Year 7 or 8.*

1.
2.
3.
4.
5.
6.

### Special Interests

1.
2.

## 7. Current School Details

School name		
School address		
Suburb	Town/city	Country
Phone	Fax	
<i>(Include country and area codes)</i>	<i>(Include country and area codes)</i>	
Email	Current class / year level	

## Documents to be included with this application

(Photocopies are acceptable)

- Birth certificate or photo page of passport
- Copy of most recent school report
- English transcript of most recent school report/academic report
- Guardian document (only if parent/s appoint a guardian)

Offers of place will be based on an assessment by the School or its Agent to the extent to which the ability and aspirations of the Student are matched by the educational opportunities offered by the chosen School. If your application is successful you will receive an offer of place letter. You will then need to pay the school fees as stated in the offer of place letter, be given a letter of acceptance and receipt from the School before a student visa will be considered.

In the event of Immigration New Zealand not approving a visa, full fees will be refunded (minus an administration fee).

## Acceptance of Enrolment Terms

Before ISENZ can accept your enrolment application the following acknowledgement must be signed as having been read and understood:

***I/We have read, understood and completed all relevant sections of the ISENZ Application for***

Signed by a parent or guardian

Parent

Guardian

Date

When completed please return this form and requested documents to:

**ISENZ Ltd**  
**PO Box 5329**  
**Terrace End**  
**Palmerston North 4414**

Phone: +64 6 356 6676

Fax: +64 6 356 6701

Email: [enrolments@isenz.com](mailto:enrolments@isenz.com)

All ISENZ schools/institutions are a signatory to the Code of Practice. Copies of the Code of Practice are available on request from ISENZ or from the New Zealand Ministry of Education website at

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