

ONEHUNGA HIGH SCHOOL



Application for enrolment English Language School

August 2018

24 PLEASANT STREET
ONEHUNGA, AUCKLAND
NEW ZEALAND 1061
INTERNATIONAL@OHS.SCHOOL.NZ



Onehunga High School

INTERNATIONAL

APPLICATION FOR ENROLMENT AT ONEHUNGA HIGH SCHOOL ENGLISH LANGUAGE SCHOOL

STUDENT DETAILS

Family name:		First name:	
English name:		Gender: Male <input type="checkbox"/>	Female <input type="checkbox"/>
Date of birth:	Nationality:	First language:	
Address in New Zealand:			
Home Phone:	Mobile:	Fax:	
Email:			
Address in Home Country:			
Home Phone:	Mobile:	Fax:	
Passport number:		Date of Issue:	
Country of Issue:		Date of Expiry:	
What type of visa will you hold while studying with us?			
Visitor <input type="checkbox"/> Student <input type="checkbox"/> Work <input type="checkbox"/> Working Holiday <input type="checkbox"/> Business <input type="checkbox"/> NZ Resident <input type="checkbox"/>			
Student Visa Number (And/or) Student permit number:			

EMERGENCY CONTACT PERSON

Name:	Telephone:
Email:	
Address:	

LANGUAGE

How many years have you studied English?
Where did you study?
English level: Beginner <input type="checkbox"/> Elementary <input type="checkbox"/> Intermediate <input type="checkbox"/> Higher Intermediate <input type="checkbox"/> Advanced <input type="checkbox"/>

COURSE REQUIRED

Length of course: Full year <input type="checkbox"/> Half year <input type="checkbox"/> Weeks: <input type="checkbox"/> _____
Grammar - Morning class <input type="checkbox"/> Communication skills - Afternoon class <input type="checkbox"/>
When would you like to start your class:



Onehunga High School

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ACCOMMODATION

Do you need homestay on arrival? Yes <input type="checkbox"/> No <input type="checkbox"/>	Your Religion:
What are your interests:	
Sports/Hobbies:	
Do you like children? Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you like pets? Yes <input type="checkbox"/> No <input type="checkbox"/>

ARRIVAL DETAILS

Do you need airport pick-up upon arrival in New Zealand? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Arrival date:	Arrival time:	Flight number:

MEDICAL INFORMATION

Do you have medical insurance? Yes <input type="checkbox"/> No <input type="checkbox"/>		
Insurance company:		
Address:		
Start Date:	Expiry Date:	Policy Number:
Do you suffer from any illness the school should know about? Yes <input type="checkbox"/> No <input type="checkbox"/>		
If yes, please provide details including medications:		

AGENT/EDUCATION CONSULTANCY - IF APPLICABLE

Name of Company:		
Name of Consultant:	Website:	
Address:		
Email:		
Bus Phone:	Mobile:	Fax:

CONDITIONS OF ENROLMENT

Photograph

Please make sure you have attached one passport size photograph to your application.

Refunds

A full refund will be given if a course is cancelled by us. For courses of study of less than five weeks a student will receive a 50% refund of tuition fees if they withdraw from their course within the first two



Onehunga High School

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days of study. For courses of study longer than five weeks, but less than three months, a student will receive a 75% refund of tuition if they withdraw from their course within the first five days of study. For courses of study longer than three months, a student will receive a full refund of tuition fees except for 10% if they withdraw from their course within the first eight days of their study. Withdrawal from courses will only be allowed where there are reasonable grounds and is at the discretion of the school. Unused weeks of study cannot be transferred to another student. If a student's application for a student visa is declined they should bring us written evidence that their application has been rejected, in which case we will refund tuition fees less a \$375 administration charge.

Student Visas

International students requiring student visas are required to study a minimum of 20 hours per week. We will issue you with an offer of place for New Zealand Immigration once your application has been received. Once your application for a student visa has been accepted, we will invoice you the tuition fees. Your place at the school will not be confirmed until we have received full payment of your fees.

Attendance

Students studying on a student visa or student permit must comply with New Zealand Immigration regulations which require students to attend a minimum of 80% of classes. Where attendance is below 80% students will be contacted immediately and asked to improve attendance. Failure to do so will result in the school notifying New Zealand Immigration. A student who fails to attend 20% of classes scheduled for their course, without notifying the school, will be deemed to have withdrawn from their course and will not be entitled to any refund.

Transfers

Transfers between classes can only be authorized by our ESOL Director of Studies. These are only possible under special circumstances and a fee of \$20 is payable per class transfer.

Liability

The Adult Learning Centre cannot be held responsible for any injury, damage or loss incurred while on our premises.

Insurance

It is compulsory for international students to have medical and travel insurance for the duration of their course of study. We will need to see proof of your insurance policy at the time of enrolment. If you do not have an insurance policy, we can help you arrange one.

Disclaimer

Every effort has been made to provide the correct information for our classes. However, we reserve the right to change course dates, times and fees at our discretion.

STUDENT AGREEMENT

I agree to abide by school rules and New Zealand law at all times. I understand that if I break the law while in New Zealand I may not be allowed to continue to study at Onehunga High School Adult Learning Centre. I have read and understand the conditions of enrolment

Signed by student

Date