New Zealand Visa Instructions

In order to study in New Zealand you must obtain a student visa. This visa kit includes most of the materials you will need to apply. Please read the following information in its entirety very carefully before beginning the application process; any errors will delay the visa application process.

How to Apply for a New Zealand Student Visa

Step 1:
If you do not already have a passport, you should apply for one immediately. Refer to the U.S. Department of State website (http://travel.state.gov/passport) for instructions on how to apply for a passport.

Step 2:
Gather all the materials you will need to apply.

Here is a checklist of all the materials you will need to complete your visa application:

- Passport*
- Passport-Sized Photograph
- Blank Visa Application
- Sample Visa Application
- Application Cover Letter
- Arcadia Confirmation of Enrollment Letter
- Acceptance Letter from New Zealand University
- Copy of Round-Trip Flight Itinerary
- Federal Express Traceable Return Envelope

*Your passport must be valid three months beyond the intended date of departure from New Zealand.

Step 3:
Download an application from the following New Zealand immigration website:
http://www.immigration.govt.nz/migrant/general/formsandfees/formsandguides/study.htm Click on ‘Application to Study in New Zealand’. This must be fully completed, signed, and dated by the student in ink. Refer to the sample application located in this visa kit as a guide to fill out your application. If you are unsure of an answer, call your program coordinator and ask for advice. Do not guess on any question.

All non-US citizens will need to contact the New Zealand Embassy to find out whether you need to complete a different version of this form. Please contact your program coordinator for information on how to contact the New Zealand Embassy.

The answer to question A13 is your accommodation address in New Zealand. If you do not yet have your housing assignment you may use the following campus addresses:

<table>
<thead>
<tr>
<th>University of Auckland</th>
<th>University of Otago</th>
<th>Victoria University</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Residences</td>
<td>Student Residences</td>
<td>Student Residences</td>
</tr>
<tr>
<td>7 Symonds Street</td>
<td>PO Box 56</td>
<td>PO Box 600</td>
</tr>
<tr>
<td>Auckland, NZ</td>
<td>Dunedin, NZ</td>
<td>Wellington, NZ</td>
</tr>
<tr>
<td>64 9 308 2386</td>
<td>64 3 479 8344</td>
<td>64 4 463 5350</td>
</tr>
</tbody>
</table>

Step 4:
Fill out the visa application cover letter located in this visa kit.

Step 5:
Make copies of your completed visa application, cover letter, Arcadia University confirmation of enrollment letter, New Zealand university acceptance letter, and flight itinerary for your records.

The Arcadia University Confirmation of Enrollment letter is necessary for your visa application. It indicates that Arcadia University is responsible for paying your tuition and accommodation fees to your New Zealand University. Because you have this letter, you do not have to fill out a Financial Undertaking for a Student form or provide personal financial information.
Step 6:
Combine the above documents along with your passport, a recent passport-sized photograph with your name printed on the back, and a pre-paid Federal Express return envelope to post from the appropriate visa processing center. It is strongly recommended that you mail the completed application via Federal Express to the appropriate New Zealand visa processing center (addresses included below). While other courier services such as UPS and DHL can be used, Federal Express is the only service that delivers twice a day. Additionally, all other services will charge the New Zealand Embassy a fee to pick up your visa when it is ready for delivery. Using FedEx will expedite your visa application.

Your application can be traced by Federal Express in the event that your visa and passport are lost in the mail provided you remember to copy down the tracking numbers of both the application and return envelopes. (The New Zealand Embassy is NOT responsible for any documents or passports lost in transit).

Helpful hint: To further ensure a timely return on your students visa, you can also write your departure date on the outside of the FedEx envelope. Visas are processed in order of departure date, not in the order the applications are received. This will help the visa officers process your visa in a timely manner.

Most US Passport holders should mail their visa application to the Washington D.C office.

New Zealand Embassy
37 Observatory Circle NW
Washington, D.C. 20008

US Passport holders residing in the following western states will need to send their visa applications to the New Zealand Consulate-General in Santa Monica, CA: Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming.

New Zealand Consulate-General
2425 Olympic Blvd., Suite 600E
Santa Monica, CA 90404

Important Visa Notes
Please read these important notes before completing your New Zealand student visa application.

- You must send your actual passport to the New Zealand Embassy so that your visa can be physically attached to the inside of the passport.

- There is no fee for United States passport holders. If you do not hold a US passport, please call the New Zealand Embassy for directions on how to obtain a visa. Please be advised that the New Zealand Government reserves the right to alter this fee at any time.

- It is advisable that you allow at least 2-3 weeks for visa processing.

- Do not over-pack your application with multiple envelopes, extra documents, etc. This slows the processing time.

- Do not send an incomplete application. The New Zealand Embassy staff will not match up documents that arrive separately.

- Students studying in New Zealand for more than six months may also need to provide a completed Temporary Entry X-ray Certificate (1096) to show you have been screened for tuberculosis (TB).

- Students studying for only one semester do not need to provide any medical documentation unless they have spent a combined total of three months or more in the five years prior to applying, in a country identified as a high risk TB country. Those students will need to provide a completed Temporary Entry X-ray Certificate (1096) to show that they have been screened for tuberculosis (TB). Countries that the New Zealand Immigration Services have identified as high risk can be found at http://glossary.immigration.govt.nz/LowTBRiskCountry.htm

If you have any questions regarding the visa process do not hesitate in calling your program coordinator toll free at 866 927 2234.
Date: _____________________ (today's date)

New Zealand Embassy                                         New Zealand Consulate-General
37 Observatory Circle NW                                      2425 Olympic Blvd., Suite 600E
Washington, D.C. 20008                                        Santa Monica, CA 90404

Dear Student Visa Officer:

I, __________________________________________________________,

(print first and last name)

will be studying next semester at

__________________________________________________________.

(name of New Zealand university)

I will be departing the United States on

______________________________________________________.

(departure date, month, day, year)

I am applying for a multiple entry student visa and the following materials are enclosed:

Visa Application                                          ___yes
Arcadia University CEA Confirmation of Enrollment Letter  ___yes
Passport Size Photo                                      ___yes
Passport                                                 ___yes
New Zealand University Acceptance Letter                 ___yes
Copy of Flight Itinerary                                  ___yes
Payment (if not US passport holder)                      ___yes
Federal Express Pre-paid Traceable Return Envelope       ___yes

Sincerely,

____________________________________________ (student signature)
Application to Study in New Zealand
(to travel to New Zealand or to be in New Zealand to study)

Electronic renewals: The NZIS has a special arrangement with specific education providers to make renewals of visas and permits easy for international students. If you are studying through one of these providers, an application can be completed on campus. Further information and a full list of participating education providers can be found at www.immigration.govt.nz

If you are in New Zealand and applying for a further Permit, you need to allow sufficient time for a decision to be made on your application before your current Permit expires. If your Permit does expire, your application for a further Permit does not make your stay in New Zealand lawful or give you the right to remain in New Zealand while your application is being considered.

Limited Purpose Visas and Permits: If you decide to apply directly for a Limited Purpose Visa and you are subsequently granted a Limited Purpose Permit, your immigration rights in New Zealand are restricted to fulfilling the “express purpose” to study for which you came.

This form may be used to apply for a Student Visa or Permit, or Limited Purpose Visa or Permit to study.

☑️ I am applying for a Student Visa to travel to New Zealand, or
☐ I am applying for a Student Permit to be in New Zealand, or
☐ I am applying for a Student Permit and Visa as I am already in New Zealand, or
☐ I am applying for a Limited Purpose Visa/Permit (delete one) to study.

IMPORTANT INFORMATION ABOUT THIS FORM

- Please ensure you have read the Guide for Studying in New Zealand (NZIS 1013) before completing this form and please read all information carefully to ensure you are using the correct form.
- To enable your application to be accepted you MUST submit ALL of the documents that apply to you that are set out below. If you do not do so your application will be returned to you.
- Your partner or accompanying family members cannot be included in this application form. They must submit separate applications for the type of permit they require.
- All documents must be in English or translated into English.
- We may request additional information to enable your application to be determined. You may also submit other information with this application that you wish to have considered but please do not submit originals of these documents as the documents will not be returned to you. Please submit photocopies only. If we need to see an original document you will be asked to produce it at a later time.

1. General Requirements

You must include the following ORIGINAL documents:

☐ a. A completed, signed application form.
☐ b. The application fee (see our leaflet New Zealand Immigration’s Guide to Fees (NZIS 1028), or refer to our website www.immigration.govt.nz). N/A for U.S. Passport Holders
☐ c. Your passport or travel document (which must be valid to at least 3 months past the date you plan to leave New Zealand).
☐ d. A recent passport size photograph attached to the form at the section indicated.

2. Health Requirements

☐ a. People who intend to be in New Zealand for more than six months who are from a country, area or territory not listed as a low incidence tuberculosis (TB) country, area or territory or who have spent more than a total of three months in the past five years in a country, area or territory not listed as a low incidence TB country, area or territory must complete a Temporary Entry X-ray Certificate (NZIS 1066).
☐ b. People who intend to be in New Zealand for more than 12 months must complete a Medical and Chest X-ray Certificate (NZIS 1007).

Despite a. and b. above:

- Pregnant women and children under 11 years of age are not required to have an X-ray, unless a special report is required.
Please refer to the *Health Requirements Leaflet* (NZIS 1121) for more details on immigration health policy and a list of low incidence (TB) countries, areas and territories.

### 3. Character Requirements

If you intend to be in New Zealand for two years or longer and you are aged 17 or over you must submit a Police Certificate from your country of citizenship (or satisfactory evidence that you have never lived in that country), and any country in which you have lived for five years or more since attaining the age of 17 years.

- I have attached police certificates, or
- I am not required to submit police certificates

### 4. Dependent Children

If you are to be treated as a domestic student because:

- your parent or legal guardian is a New Zealand citizen, and your own application for New Zealand citizenship is being considered by the Department of Internal Affairs; OR
- your parent or legal guardian is a New Zealand resident, and your own application for New Zealand residence has been received and is being considered by Immigration New Zealand; OR
- your parent or legal guardian is in New Zealand to study under an exchange programme approved by the New Zealand government; OR
- your parent or legal guardian is the holder of a valid work permit; OR
- your parent or legal guardian is the holder of a Commonwealth Scholarship; OR
- your parent or legal guardian is a foreign student enrolled in any Doctor of Philosophy (PhD) programme in a New Zealand university;

you must provide evidence of your relationship to your parent or legal guardian.

You do not need to complete sections 5, 6, 7 and 8 of this form and we will advise you if we need any other documents to decide your application at a later date. Proceed to section A.

If you are to be treated as a domestic student for any other reason, or you are a full fee paying international student, you must complete sections 5, 6, 7 and 8 below. Proceed to section 5.

### 5. Financial Details

Please DO NOT send cash or other original evidence of funds or travel tickets with this application. Send COPIES ONLY of these items in the form of photocopies of travellers’ cheques/bank draft/letters of credit or a bank statement in your name.

Please provide one of the following as evidence of your ability to support yourself in New Zealand:

- A completed *Financial Undertaking for a Student* (NZIS 1014) form; OR
- Evidence of sufficient funds to support yourself for the period you will be studying
  (If you are studying in New Zealand for less than 36 weeks please provide evidence of NZ$1000 per month. If you are intending to study in New Zealand for more than 36 weeks please provide evidence of NZ$10,000 per year as well as sufficient funds to purchase an outward ticket); AND a guarantee of accommodation; OR

See *Arcadia University Confirmation of Enrollment Letter*.

- If you are a student from Tonga or Samoa intending to study for any length of time you may supply a *Sponsorship Form for Visiting New Zealand* (NZIS 1025).

### 6. Enrolment Details

- An offer of a place at a New Zealand education or training institute. See *Arcadia University Confirmation of Enrollment Letter*.

Evidence that you have paid or are exempt from paying the course fees

If you already hold a student visa or permit and you are applying for a further student visa or permit you must provide COPIES of the following:

- evidence of previous student performance
- evidence of attendance (excluding tertiary) showing satisfactory progress
7. Legal Guardianship Details

If you are:

- enrolled in years 1 to 8 in a school, or
- aged 13 and under, and enrolled in a Private Training Establishment,

your legal guardian must accompany you to New Zealand and you must provide evidence that they are your legal guardian with this application.

Only students in the following situations are exempt from this requirement:

- domestic students;
- students enrolled in a school hostel approved by the Ministry of Education;
- students enrolled in years 7 or 8 in a school which has prior programme approval from the Ministry of Education;
- students aged 11 to 13 years and enrolled in a Private Training Establishment which has prior programme approval from the Ministry of Education.

If:

- your school or other education provider requires that you be accompanied by a legal guardian to New Zealand for enrolment and study, or
- you are not required by policy to be accompanied by a legal guardian in New Zealand but your legal guardian is coming with you to New Zealand for the duration of your studies,

you must provide evidence of your legal guardian with this application.

Please refer to the Guide for Studying in New Zealand (NZIS 1013) for more details, including the definition of Legal Guardianship.

☐ I have included evidence that my legal guardian is accompanying me in New Zealand, or

X I am not required to be accompanied by a legal guardian in New Zealand.

8. Eligibility

If you are the holder of a visitor permit that was granted for the purpose of being a guardian to a foreign fee-paying student then you are not eligible for a student permit and your application will be declined. Please tick the relevant box:

☐ I am the holder of a visitor permit granted for the purposes of being a guardian to a foreign fee-paying student.

OR

X I am not a holder of a visitor permit granted for the purposes of being a guardian to a foreign fee-paying student.

---

Section A

Personal Details

Principal applicant

A1 Name as shown in passport

Family: [Last Name] [Given Name]

A2 Preferred title

Mr [ ] Mrs [ ] Ms [ ] Miss [ ] Dr [ ] other [ ]

(please specify)

A3 Other names you are known by

N/A

A4 Your name in ethnic script

If applicable write your name in your native language's alphabet

A5 Gender

Male [ ] Female [ ]

A6 Date of birth

day [ ] month [ ] year [ ]

A7 Place and country of birth

Place:

Number:

Country:

A8 Passport details

Expire Date:
day [ ] month [ ] year [ ]

All dates should be written day, month, year
Your citizenship

Other citizenships currently held

Do you identify with a particular ethnic group? If so, please specify:

Partnership status
- Married
- Engaged
- Never married
- Widowed
- Partner
- Divorced
- Separated

Additional information

I may be contacted at this New Zealand residential address and telephone number:

<table>
<thead>
<tr>
<th>Accommodation Address - if known</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>not known</td>
</tr>
</tbody>
</table>

Name and address of any friends, relatives or contacts I have in New Zealand are:

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jane Gunn-Lewis</td>
<td>Arcadia University Resident Director</td>
</tr>
<tr>
<td>P.O. Box 518</td>
<td>Queenstown, NZ (3) 441.8003</td>
</tr>
</tbody>
</table>

Name and address for correspondence about this application:

<table>
<thead>
<tr>
<th>Home Address OR address where you will have your visa/passport mailed to</th>
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<tr>
<td>Telephone - day: answer accordingly</td>
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<tr>
<td>Telephone - night:</td>
</tr>
<tr>
<td>Fax</td>
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<tr>
<td>Email</td>
</tr>
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If you have given the name and address of an agent in A15, do you authorise that agent to act on your behalf?

Yes ☐ No ☐ N/A

You can check the progress of your application online by registering for our online enquiry system. By ticking this option you will also be advised by email when your application has been decided. *(Please note: this facility is only available for applications lodged at a NZIS branch office listed in the “More Information and Advice” section on page 11 of this form).*

☐ Please email me instructions to register to check my application online.

*Please note: if you elect an agent to act on your behalf your agent will be sent instructions for online enquiry.*

Agent client reference for online enquiry

Use unique reference for each client – (up to 10 characters: no more than 3 letters permitted, e.g. A123, B12345, or 1234C567CC are acceptable. Don’t use punctuation marks or symbols.) This code will appear in any email notifications to an agent acting on behalf of an applicant.

My residential address in my home country is:

<table>
<thead>
<tr>
<th>Home Address</th>
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</table>
A19
List all periods of employment, including self-employment.

<table>
<thead>
<tr>
<th>Date from (dd/mm/yyyy)</th>
<th>Date to (dd/mm/yyyy)</th>
<th>Name of employer</th>
<th>Location</th>
<th>Type of work/occupation/job title</th>
</tr>
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<tbody>
<tr>
<td>/ /</td>
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<td>/ /</td>
<td>Full time student at (name of home school)</td>
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A20
My stay in New Zealand will be financially supported in the following way:
By Arcadia University Center for Education Abroad 450 S. Easton Road. Glenside. PA 19038  (215) 572.2901

A21
The arrangement I have made for outward travel from New Zealand is:
Give your flight details

Application Details – Student Visa or Permit

Answer accordingly to questions A22 to A26. Refer to the Arcadia website for program dates.

DO NOT complete this section if you are applying for a Limited Purpose Visa or Limited Purpose Permit to study (see questions A28 to A32).

A22
If applying for a Student Visa:
This is the date I will enter or re-enter New Zealand:

A23
If applying for a Student Permit:
This is the date I will enter or re-enter New Zealand:

A24
This is the date my course starts:

A25
This is the date my course finishes:

A26
Date to which fees have been paid or length of scholarship (if applicable):

A27
My course(s) details in New Zealand are:

Name of institution where I will be studying

Qualification I will be studying

Location in New Zealand where I will be studying

Limited Purpose Visa or Permit

Complete questions A28 to A32.

DO NOT complete questions A28 to A32 if you are applying for a Student Visa or Permit.

Only complete this section if:

* you are travelling to New Zealand for the “express purpose” of studying and you wish to have a Limited Purpose Permit to study in New Zealand, or

* your existing Limited Purpose Permit to study will not last long enough for you to achieve your “express purpose” to study and you therefore require a further one.

Such permits mean that you are not able to apply for any other type of permit in New Zealand or seek to stay longer or indefinitely in New Zealand. For general information and a list of “express purposes” see the Information Leaflet on Limited Purpose Visas and Permits (NZIS 1070).
Principal Applicant: Application Details – Limited Purpose

A26 ______ I am applying for a **Limited Purpose Visa** to travel to New Zealand to study, or
________ I am applying for a further **Limited Purpose Permit** to be in New Zealand to study
(you may only apply for a further Limited Purpose Permit if you already have a Limited Purpose Permit to study and you need further time to complete the “express purpose” to study).

If applying for a **Limited Purpose Visa to study**:
This is the date I will enter New Zealand:

| day | month | year |

If applying for a further **Limited Purpose Permit to study**:
This is the date I arrived in New Zealand on a **Limited Purpose Visa**:

| day | month | year |

Please list the reasons why you require a further **Limited Purpose Permit**:

__________________________

A31 This is the date my course starts:

| day | month | year |

This is the date my course finishes:

| day | month | year |

Date to which fees have been paid:

| day | month | year |

A32 The limited purpose application is for the **“express purpose”** of study:

My course(s) details in New Zealand are:

<table>
<thead>
<tr>
<th>Name of institution</th>
<th></th>
<th>Qualification I will be studying</th>
<th>Location in New Zealand where I will be studying</th>
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If your “express purpose” is other than to study in New Zealand please use the **Application for Visiting New Zealand** (NZIS 1017) form.

Section B  Legal Guardian

Refer to the **Guide for Studying in New Zealand** (NZIS 1013) to determine if you need to complete this section.

Please provide the details of your legal guardian:

B1 Name of legal guardian as shown in passport

<table>
<thead>
<tr>
<th>Family</th>
<th>Given</th>
</tr>
</thead>
</table>

B2 Other names known by

| __________________________ |

B3 Gender  Male  Female

| __________________________ |

B4 Date of birth

| day | month | year |

B5 Place and country of birth

<table>
<thead>
<tr>
<th>Place</th>
<th>Country</th>
</tr>
</thead>
</table>

B6 Passport details

<table>
<thead>
<tr>
<th>Number</th>
<th>Expiry Date</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>day</td>
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</tbody>
</table>
Section C  Additional Details

Only complete this section if you are aged 17 years or over.

C1  Do you have a National ID number, or other unique identifier that was issued to you by any government?  
Yes ☐ No ☒

If Yes, please list here:

Your Social Security Number

C2  Have you undertaken military service in any country?  
Yes ☐ No ☐

Answer questions C2 to C6 accordingly

If Yes, please provide a brief chronological account of your military service. Include dates of your military service, your position/rank, unit(s) that you served in, and your role within the unit(s). Please also list any military ID number(s) assigned to you.

<table>
<thead>
<tr>
<th>Date from (dd/mm/yy)</th>
<th>Date to (dd/mm/yy)</th>
<th>Rank</th>
<th>Unit</th>
<th>Role</th>
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</table>

Military ID number(s):
C3 Are you presently subject to military service obligations in any country?

Yes  No

If No, and you are a citizen of a country in which compulsory military service exists, state below why you are exempt from military service.


C4 Have you been associated with any intelligence agency or group, or law enforcement agency?

Yes  No

If Yes, please specify:


C5 Have you been associated with any group or organisation that has engaged in or promoted the use of violence to further their aims?

Yes  No

If Yes, please specify:


C6 Have you ever committed or been involved in the commission of war crimes, crimes against humanity, and/or human rights abuses?

Yes  No

If Yes, please specify:


Section D  Character Details

D1 Have you been:
- convicted
- charged
- under investigation
for any offence(s) against the law in any country; or
- deported
- excluded (refused entry)
- removed
from any country.

If you have marked Yes to any of the above, please provide details below:

---

D2 Are you intending to study in New Zealand for two years or longer?

Yes [ ] (go to question D3)

No [X] (go to section E)

D3 If Yes, are you aged 17 years or over?

Yes [ ] (go to question D4)

No [ ] (go to section E)

D4 Have you submitted police certificates with another New Zealand Immigration application in the past 24 months?

Yes [ ] (go to question D5)

No [ ] (go to question D6)

D5 Please provide details of the type of application made and the date the application was lodged.

Type of application: __________________________ Date of application: ________ day ________ month ________ year

We will advise you if we need you to submit updated police certificates at a later date.

D6 Have you attached police certificates from:
- all countries in which you have lived for 5 years or more since attaining the age of 17 years?

Yes [ ] No [ ]

- your country(ies) of citizenship?

Yes [ ] No [ ]

If No, please state any country(ies) of which you are a citizen but for which you have not provided police certificates because you have never lived there.

---
Section E  Health Details

E1  Do you have pulmonary tuberculosis (TB)?
    Do you have any medical condition(s) that currently requires, or may require during your stay in New Zealand:
    • Renal dialysis?  
    • Hospitalisation? 
    • Residential care*?
    *Residential care is long term care provided in a live-in facility such as an aged-person’s facility or a facility for people with a physical, sensory, intellectual or psychiatric disability.

E2  If you have answered Yes to any of the above questions, please provide details below:

E3  I have read the Health Requirements Leaflet (NZIS 1121) and I am aware of the health information I need to provide with this application.  

E4  Are you from a country that is not on the list of low incidence TB countries? 

E5  Have you spent three months or more in the past five years in a country that is not on the list of low incidence TB countries? 

E6  If you have answered Yes to E4 or E5, please provide details below. For a list of low incidence TB countries, refer to the Health Requirements Leaflet (NZIS 1121).

E7  How long do you intend to study in New Zealand?

E8  Have you submitted a medical certificate with another New Zealand Immigration application in the past 24 months?
    Yes  (go to question E8) 
    No  (go to question E9)

E9  Please provide details of the type and date of the previous application:
    Type of application: 
    Date of application: 
    We will advise you if we need you to submit further information, such as tests, reports or a new certificate at a later date.
Have you attached a completed *Temporary Entry Chest X-ray Certificate* (NZIS 1096)?

OR

Have you attached a completed *Medical and Chest X-ray Certificate* (NZIS 1007)?

Are you pregnant?

Please note: All immigration visa and permit holders who access health services in New Zealand should carry a current passport to enable health providers to document eligibility status. We strongly recommend that you have comprehensive health insurance for the duration of your visit. For more information visit the Ministry of Health website at www.moh.govt.nz

Section F Declaration

I understand the questions and contents of this form, and the information I have provided is true and correct.

I understand that if, between the time that I make this application and the time it is decided, or between the time I am issued with a visa and the time I travel to New Zealand, any relevant matter relating to the application changes, I am obliged to inform the NZIS.

I understand I am responsible for making sure I leave New Zealand before my permit expires and that if I do not I may face removal action.

Residents and people holding work permits for a stay of two years or more (and their dependent children) are eligible for publicly funded health and disability services. Other work permit holders, students, and visitor permit holders generally are not eligible. People covered by New Zealand’s Reciprocal Health Agreements with Australia and the United Kingdom are entitled to publicly funded health care for immediately necessary medical treatment only. I understand that if not entitled to free treatment, I will pay for any health care or medical assistance I or any person included in my application may require in New Zealand.

I authorise NZIS to provide information about my state of health and my immigration status to any health service agency. I authorise any health service agency to provide information about my state of health to the NZIS.

I authorise NZIS to make any enquiries it considers necessary in respect of information provided on this form in order to make a decision on this application and enquiries about my subsequent immigration status. I authorise any agency which holds information (including personal information) relevant to those matters to disclose that information to NZIS.

If granted a student permit subject to the condition that I am accompanied by a legal guardian, I understand it is a condition of the permit that I live with my legal guardian. I understand that my permit and the permit of my legal guardian may be revoked if this condition is breached.

If granted a Limited Purpose Permit I understand that I am subject to immediate removal from New Zealand without appeal if I fail to leave New Zealand on or before the expiry date of that Permit.

**Sign Here**

Signature of principal applicant

Note: a parent or guardian may sign on behalf of any children aged under 17 years.

**Important Note: Limited Purpose Visas**

If you are an applicant who is using this form to apply for a Limited Purpose Visa you should have specifically chosen to take the Limited Purpose Visa option rather than apply for a Student Visa. You will also have specified an “express purpose” in coming to New Zealand and will understand the limitations of a Limited Purpose Permit compared to a Student Permit.
**Application to Study in New Zealand**
(to travel to New Zealand or to be in New Zealand to study)

**Electronic renewals** INZ has a special arrangement with specific education providers to make renewals of visas and permits easy for international students. If you are studying through one of these providers, an application can be completed on campus. Further information and a full list of participating education providers can be found at www.immigration.govt.nz.

If you are in New Zealand and applying for a further Permit, you need to allow sufficient time for a decision to be made on your application before your current Permit expires. If your Permit does expire, your application for a further Permit does not make your stay in New Zealand lawful or give you the right to remain in New Zealand while your application is being considered.

**Limited Purpose Visas and Permits** If you decide to apply directly for a Limited Purpose Visa and you are subsequently granted a Limited Purpose Permit, your immigration rights in New Zealand are restricted to fulfilling the "express purpose" to study for which you came.

This form may be used to apply for a Student Visa or Permit, or Limited Purpose Visa or Permit to study.

- I am applying for a Student Visa to travel to New Zealand, or
- I am applying for a Student Permit to be in New Zealand, or
- I am applying for a Student Permit and Visa as I am already in New Zealand, or
- I am applying for a Limited Purpose Visa/Permit (delete one) to study.

**IMPORTANT INFORMATION ABOUT THIS FORM**

- Please ensure you have read the *Guide for Studying in New Zealand* (NZIS 1013) before completing this form and please read all information carefully to ensure you are using the correct form.
- To enable your application to be accepted you MUST submit ALL of the documents that apply to you that are set out below. **If you do not do so your application will be returned to you.**
- Your partner or accompanying family members cannot be included in this application form. They must submit SEPARATE applications for the type of permit they require.
- All documents must be in English or translated into English.
- We may request additional information to enable your application to be determined. You may also submit other information with this application that you wish to have considered but please do not submit originals of these documents as the documents will not be returned to you. Please submit photocopies only. If we need to see an original document you will be asked to produce it at a later time.
- When filling in this form, please print clearly using CAPITAL LETTERS.

### 1. General Requirements

You must include the following **ORIGINAL** documents:

- a. A completed, signed application form.
- b. The application fee (see our leaflet *New Zealand Immigration’s Guide to Fees* (NZIS 1028), or refer to our website www.immigration.govt.nz).
- c. Your passport or travel document (which must be valid to at least 3 months past the date you plan to leave New Zealand).
- d. A recent passport size photograph attached to the form at the section indicated.

### 2. Health Requirements

- a. People who intend to be in New Zealand for more than six months who are from a country, area or territory **not** listed as a low incidence tuberculosis (TB) country, area or territory or who have spent more than a total of three months in the past five years in a country, area or territory **not** listed as a low incidence TB country, area or territory must complete a *Temporary Entry X-ray Certificate* (NZIS 1096).
- b. People who intend to be in New Zealand for more than 12 months must complete a *Medical and Chest X-ray Certificate* (NZIS 1007).

Despite a. and b. above:

- Pregnant women and children under 11 years of age are not required to have an X-ray, unless a special report is required.
Please refer to the Health Requirements Leaflet (NZIS 1121) for more details on immigration health policy and a list of low incidence (TB) countries, areas and territories.

3. Character Requirements
If you intend to be in New Zealand for two years or longer and you are aged 17 or over you must submit a Police Certificate from your country of citizenship (or satisfactory evidence that you have never lived in that country), and any country in which you have lived for five years or more since attaining the age of 17 years.

- I have attached police certificates, or
- I am not required to submit police certificates.

4. Dependent Children
If you are to be treated as a domestic student because:
- your parent or legal guardian is a New Zealand citizen, and your own application for New Zealand citizenship is being considered by the Department of Internal Affairs; OR
- your parent or legal guardian is a New Zealand resident, and your own application for New Zealand residence has been received and is being considered by Immigration New Zealand; OR
- your parent or legal guardian is in New Zealand to study under an exchange programme approved by the New Zealand government; OR
- your parent or legal guardian is the holder of a valid work permit; OR
- your parent or legal guardian is the holder of a Commonwealth Scholarship; OR
- your parent or legal guardian is a foreign student enrolled in any Doctor of Philosophy (PhD) programme in a New Zealand university;

you must provide evidence of your relationship to your parent or legal guardian.

You do not need to complete sections 5, 6, 7 and 8 of this form and we will advise you if we need any other documents to decide your application at a later date. Proceed to section A.

If you are to be treated as a domestic student for any other reason, or you are a full fee paying international student, you must complete sections 5, 6, 7 and 8 below. Proceed to section 5.

5. Financial Details
Please DO NOT send cash or other original evidence of funds or travel tickets with this application. Send COPIES ONLY of these items in the form of photocopies of travellers’ cheques/bank draft/letters of credit or a bank statement in your name.

Please provide one of the following as evidence of your ability to support yourself in New Zealand:

- A completed Financial Undertaking for a Student (NZIS 1014) form; OR
- Evidence of sufficient funds to support yourself for the period you will be studying
  (If you are studying in New Zealand for less than 36 weeks please provide evidence of NZ$1000 per month.
  If you are intending to study in New Zealand for more than 36 weeks please provide evidence of
  NZ$10,000 per year as well as sufficient funds to purchase an outward ticket); AND a guarantee of
  accommodation; OR
- If you are a student from Tonga or Samoa intending to study for any length of time you may supply a
  Sponsorship Form for Visiting New Zealand (NZIS 1025).

6. Enrolment Details
- An offer of a place at a New Zealand education or training institute.
- Evidence that you have paid or are exempt from paying the course fees.

If you already hold a student visa or permit and you are applying for a further student visa or permit you must provide COPIES of the following:

- evidence of previous student performance
- evidence of attendance (excluding tertiary) showing satisfactory progress
7. Legal Guardianship Details
If you are:
• enrolled in years 1 to 8 in a school, or
• aged 13 and under, and enrolled in a Private Training Establishment,
your legal guardian must accompany you to New Zealand and you must provide evidence that they are your
legal guardian with this application.
Only students in the following situations are exempt from this requirement:
• domestic students;
• students enrolled in a school hostel approved by the Ministry of Education;
• students enrolled in years 7 or 8 in a school which has prior programme approval from the Ministry
  of Education;
• students aged 11 to 13 years and enrolled in a Private Training Establishment which has prior
  programme approval from the Ministry of Education.
If:
• your school or other education provider requires that you be accompanied by a legal guardian to
  New Zealand for enrolment and study, or
• you are not required by policy to be accompanied by a legal guardian in New Zealand but your
  legal guardian is coming with you to New Zealand for the duration of your studies,
you must provide evidence of your legal guardian with this application.
Please refer to the Guide for Studying in New Zealand (NZIS 1013) for more details, including the definition
of Legal Guardianship.
☐ I have included evidence that my legal guardian is accompanying me in New Zealand, or
☐ I am not required to be accompanied by a legal guardian in New Zealand.

8. Eligibility
If you are the holder of a visitor permit that was granted for the purpose of being a guardian to a foreign fee-
paying student then you are not eligible for a student permit and your application will be declined. Please tick
the relevant box:
☐ I am the holder of a visitor permit granted for the purposes of being a guardian to a foreign fee-paying student.
☐ OR
☐ I am not a holder of a visitor permit granted for the purposes of being a guardian to a foreign fee-paying student.

9. Exchange Students
If you are taking part in a student exchange you must provide:
☐ Evidence of acceptance to an approved student exchange scheme from the scheme organiser.

Section A  Personal Details

Principal applicant

A1 Name as shown in passport
Family: [ ] [ ] [ ]
Given: [ ] [ ] [ ]

A2 Preferred title  Mr  Mrs  Ms  Miss  Dr  other [ ]
(please specify)

A3 Other names you are known by

A4 Your name in ethnic script

A5 Gender  Male [ ]  Female [ ]

A6 Date of birth  day  month  year

A7 Place and country of birth
Place: [ ] [ ] [ ]
Country: [ ] [ ] [ ]

A8 Passport details
Number: [ ] [ ] [ ]
Country: [ ] [ ] [ ]

Expiry Date:  day  month  year

Client number: [ ]

Attach one recent passport size photograph of yourself here. Write your name on the back.
Your citizenship

Other citizenships currently held

Do you identify with a particular ethnic group? If so, please specify:

Partnership status
- Married
- Never married
- Partner
- Separated
- Engaged
- Widowed
- Divorced

Additional information

I may be contacted at this New Zealand residential address and telephone number:

Name and address of any friends, relatives or contacts I have in New Zealand are:

Name | Relationship
--- | ---
|  
Address

Name | Relationship
--- | ---
|  
Address

Name | Relationship
--- | ---
|  
Address

Name and address for correspondence about this application:

Telephone - day
Telephone - night
Fax
Email

If you have given the name and address of an agent in A15, do you authorise that agent to act on your behalf? Yes ☐ No ☐

You can check the progress of your application online by registering for our online enquiry system. By ticking this option you will also be advised by email when your application has been decided. *(Please note: this facility is only available for applications lodged at an INZ branch office listed in the “More Information and Advice” section on page 11 of this form.)*

Please email me instructions to register to check my application online.

*Please note: If you elect an agent to act on your behalf your agent will be sent instructions for online enquiry.*

Agent client reference for online enquiry

Use unique reference for each client – (up to 10 characters: no more than 3 letters permitted, e.g. A123, B1234B, or 1234C567CC are acceptable. Don’t use punctuation marks or symbols.) This code will appear in any email notifications to an agent acting on behalf of an applicant.

My residential address in my home country is:
DO NOT complete questions A28 to A32 if you are applying for a Student Visa or Permit.

Only complete this section if:
• you are travelling to New Zealand for the “express purpose” of studying and you wish to have a Limited Purpose Permit to study in New Zealand, or
• your existing Limited Purpose Permit to study will not last long enough for you to achieve your “express purpose” to study and you therefore require a further one.

Such permits mean that you are not able to apply for any other type of permit in New Zealand or seek to stay longer or indefinitely in New Zealand. For general information and a list of “express purposes” see the Information Leaflet on Limited Purpose Visas and Permits (NZIS 1070).

Application Details – Student Visa or Permit

Complete questions A22 to A27.

DO NOT complete this section if you are applying for a Limited Purpose Visa or Limited Purpose Permit to study (see questions A28 to A32).

If applying for a Student Visa:
This is the date I will enter or re-enter New Zealand:

If applying for a Student Permit:
This is the date I will enter or re-enter New Zealand:

This is the date my course starts:

This is the date my course finishes:

Date to which fees have been paid or length of scholarship (if applicable):

My course(s) details in New Zealand are:

<table>
<thead>
<tr>
<th>Name of institution where I will be studying</th>
<th>Qualification I will be studying</th>
<th>Location in New Zealand where I will be studying</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

Limited Purpose Visa or Permit

Complete questions A28 to A32.

DO NOT complete questions A28 to A32 if you are applying for a Student Visa or Permit.

Only complete this section if:
• you are travelling to New Zealand for the “express purpose” of studying and you wish to have a Limited Purpose Permit to study in New Zealand, or
• your existing Limited Purpose Permit to study will not last long enough for you to achieve your “express purpose” to study and you therefore require a further one.

Such permits mean that you are not able to apply for any other type of permit in New Zealand or seek to stay longer or indefinitely in New Zealand. For general information and a list of “express purposes” see the Information Leaflet on Limited Purpose Visas and Permits (NZIS 1070).
Principal Applicant: Application Details – Limited Purpose

A28
- I am applying for a Limited Purpose Visa to travel to New Zealand to study, or
- I am applying for a further Limited Purpose Permit to be in New Zealand to study
(you may only apply for a further Limited Purpose Permit if you already have a Limited Purpose Permit to study and you need further time to complete the “express purpose” to study).

If applying for a Limited Purpose Visa to study:
This is the date I will enter New Zealand:

If applying for a further Limited Purpose Permit to study:
This is the date I arrived in New Zealand on a Limited Purpose Visa:

A30

Please list the reasons why you require a further Limited Purpose Permit:

A31
- This is the date my course starts:
- This is the date my course finishes:
- Date to which fees have been paid:

A32

The limited purpose application is for the “express purpose” of study:

My course(s) details in New Zealand are:

Name of institution where I will be studying | Qualification I will be studying | Location in New Zealand where I will be studying

If your “express purpose” is other than to study in New Zealand please use the Application for Visiting New Zealand (NZIS 1017) form.

Section B Legal Guardian

Refer to the Guide for Studying in New Zealand (NZIS 1013) to determine if you need to complete this section.

B1
- Name of legal guardian as shown in passport
  - Family
  - Given

B2
- Other names known by

B3
- Gender: Male [ ] Female [ ]
- Date of birth: [ ] [ ] [ ]

B5
- Place and country of birth
  - Place:
  - Country:

B6
- Passport details
  - Number:
  - Expiry Date: [ ] [ ] [ ]
Section C  Additional Details

Only complete this section if you are aged 17 years or over.

C1  Do you have a National ID number, or other unique identifier that was issued to you by any government?  
Yes ☐  No ☐

If Yes, please list here:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

C2  Have you undertaken military service in any country?  
Yes ☐  No ☐

If Yes, please provide a brief chronological account of your military service. Include dates of your military service, your position/rank, unit(s) that you served in, and your role within the unit(s). Please also list any military ID number(s) assigned to you.

<table>
<thead>
<tr>
<th>Date from (dd/mm/yy)</th>
<th>Date to (dd/mm/yy)</th>
<th>Rank</th>
<th>Unit</th>
<th>Role</th>
</tr>
</thead>
</table>

Military ID number(s):

__________________________________________________________________________

__________________________________________________________________________
C3 Are you presently subject to military service obligations in any country?  Yes ☐ No ☐

If No, and you are a citizen of a country in which compulsory military service exists, state below why you are exempt from military service.

<table>
<thead>
<tr>
<th>Reason for Exemption</th>
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</thead>
<tbody>
<tr>
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<td></td>
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</tbody>
</table>

C4 Have you been associated with any intelligence agency or group, or law enforcement agency?  Yes ☐ No ☐

If Yes, please specify:

<table>
<thead>
<tr>
<th>Agency/Group/Agency</th>
<th>Details</th>
</tr>
</thead>
<tbody>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

C5 Have you been associated with any group or organisation that has engaged in or promoted the use of violence to further their aims?  Yes ☐ No ☐

If Yes, please specify:

<table>
<thead>
<tr>
<th>Group/Organisation</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

C6 Have you ever committed or been involved in the commission of war crimes, crimes against humanity, and/or human rights abuses?  Yes ☐ No ☐

If Yes, please specify:

<table>
<thead>
<tr>
<th>Crime/Abuse</th>
<th>Details</th>
</tr>
</thead>
<tbody>
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<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>
Section D Character Details

D1 Have you been:
- convicted Yes No
- charged Yes No
- under investigation Yes No

for any offence(s) against the law in any country; or
- deported Yes No
- excluded (refused entry) Yes No
- removed Yes No

from any country.

If you have marked Yes to any of the above, please provide details below:

________________________________________________________________________
________________________________________________________________________

D2 Are you intending to study in New Zealand for two years or longer? Yes (go to question D3) No (go to section E)

D3 If Yes, are you aged 17 years or over? Yes (go to question D4) No (go to section E)

D4 Have you submitted police certificates with another New Zealand Immigration application in the past 24 months? Yes (go to question D5) No (go to question D6)

D5 Please provide details of the type of application made and the date the application was lodged.
Type of application: __________________________ Date of application: __________ day month year

We will advise you if we need you to submit updated police certificates at a later date.

D6 Have you attached police certificates from:
- all countries in which you have lived for 5 years or more since attaining the age of 17 years? Yes No
- your country(ies) of citizenship? Yes No

If No, please state any country(ies) of which you are a citizen but for which you have not provided police certificates because you have never lived there.

________________________________________________________________________
Section E Health Details

E1. Do you have pulmonary tuberculosis (TB)?
- Yes [ ]
- No [ ]

Do you have any medical condition(s) that currently requires, or may require during your stay in New Zealand:
- Renal dialysis? [ ]
- Hospitalisation? [ ]
- Residential care*? [ ]

*Residential care is long term care provided in a live-in facility such as an aged-person’s facility or a facility for people with a physical, sensory, intellectual or psychiatric disability.

E2. If you have answered Yes to any of the above questions, please provide details below:

- [ ]
- [ ]
- [ ]

E3. I have read the Health Requirements Leaflet (NZIS 1121) and I am aware of the health information I need to provide with this application.
- Yes [ ]
- No [ ]

E4. Are you from a country that is not on the list of low incidence TB countries?
- Yes [ ]
- No [ ]

E5. Have you spent three months or more in the past five years in a country that is not on the list of low incidence TB countries?
- Yes [ ]
- No [ ]

E6. If you have answered Yes to E4 or E5, please provide details below. For a list of low incidence TB countries, refer to the Health Requirements Leaflet (NZIS 1121).

- [ ]
- [ ]
- [ ]

E7. How long do you intend to study in New Zealand?

E8. Have you submitted a medical certificate with another New Zealand Immigration application in the past 24 months?
- Yes [ ] (go to question E8)
- No [ ] (go to question E9)

Please provide details of the type and date of the previous application:

Type of application: [ ]
Date of application: [ ]

We will advise you if we need you to submit further information, such as tests, reports or a new certificate at a later date.
I understand the questions and contents of this form, and the information I have provided is true and correct.

I understand that if, between the time that I make this application and the time it is decided, or between the time I am issued with a visa and the time I travel to New Zealand, any relevant matter relating to the application changes, I am obliged to inform INZ.

I understand I am responsible for making sure I leave New Zealand before my permit expires and that if I do not I may face removal action.

Residents and people holding work permits for a stay of two years or more (and their dependent children) are eligible for publicly funded health and disability services. Other work permit holders, students, and visitor permit holders generally are not eligible.

People covered by New Zealand’s Reciprocal Health Agreements with Australia and the United Kingdom are entitled to publicly funded health care for immediately necessary medical treatment only. I understand that if not entitled to free treatment, I will pay for any health care or medical assistance I or any person included in my application may require in New Zealand.

I authorise INZ to provide information about my state of health and my immigration status to any health service agency. I authorise any health service agency to provide information about my state of health to INZ.

I authorise INZ to make any enquiries it considers necessary in respect of information provided on this form in order to make a decision on this application and enquiries about my subsequent immigration status. I authorise any agency which holds information (including personal information) relevant to those matters to disclose that information to INZ.

If granted a student permit subject to the condition that I am accompanied by a legal guardian, I understand it is a condition of the permit that I live with my legal guardian. I understand that my permit and the permit of my legal guardian may be revoked if this condition is breached.

If granted a Limited Purpose Permit I understand that I am subject to immediate removal from New Zealand without appeal if I fail to leave New Zealand on or before the expiry date of that Permit.

Signature of principal applicant

Note: a parent or guardian may sign on behalf of any children aged under 17 years.

**Important Note: Limited Purpose Visas**

If you are an applicant who is using this form to apply for a Limited Purpose Visa you should have specifically chosen to take the Limited Purpose Visa option rather than apply for a Student Visa. You will also have specified an “express purpose” in coming to New Zealand and will understand the limitations of a Limited Purpose Permit compared to a Student Permit.
Section G

Declaration for Person Assisting the Applicant to Complete this Form

To be completed and signed by any person who has assisted the applicant to complete this form by explaining, translating or filling in the form for the applicant.

Full name of person assisting: Sue Richardson, Program Coordinator

Address of person assisting: Arcadia University Center for Education Abroad
450 S. Easton Road, Glenside, PA 19038 (215) 572.2901

I understand that after the applicant has signed this form it is an offence to alter or enter further information on it, alter any material attached to it, or attach any further material to it, unless the person making the alteration or addition states on the form what information or material has been altered or attached, why, and by whom. I understand that the maximum penalty for this offence is a fine of up to NZ$100,000 and/or a term of imprisonment of up to 7 years.

I certify that I have assisted in the completion of this form and any additional forms at the request of the applicant and that the applicant understood the content of the form(s) and agreed that the information provided is correct before signing the declaration. I have assisted the applicant as a:

- lawyer
- agent, consultant
- translator [X]
- friend or family member
- other advisor
- Please specify:

Signature of person assisting: Sue Richardson

[Signature]

[Day] [Month] [Year]
Section H  Privacy Act

The information about you on this form is collected to determine your eligibility for a Student Visa or Permit or a Limited Purpose Visa or Permit to study and may also be used to contact you for research purposes or to advise you on immigration matters. This information may also be used to determine your entitlement to board a flight to come to or return to New Zealand. Your personal information will not be shared with airline check in agents, however a boarding message will be returned to the airline check in agent based on information you have supplied on this form.

The main recipient of the information is Immigration New Zealand of the Department of Labour but it may also be shared with other Government agencies which are entitled to this information under applicable legislation, or with other agencies in accordance with an authority in the form.

The address of Immigration New Zealand is PO Box 3705, Wellington, New Zealand. This is not where your application should be sent.

The collection of the information is authorised by the Immigration Act 1987 and the Immigration Regulations made under that Act. The supply of the information is voluntary, but if you do not supply it then your application is likely to be declined.

You will, if you come to New Zealand, have a right to see the information about you held by Immigration New Zealand and to ask for any of it to be corrected if you think that is necessary.

Offshore (not in New Zealand) Student Visa applications should be sent to your nearest Immigration New Zealand Branch or New Zealand Embassy or High Commission.

Onshore (New Zealand) Student Visa or Permit applications should be sent to:

Immigration New Zealand
PO Box 1049
Palmerston North
You can get more information and advice from:

- Any of our INZ branch offices overseas. We have overseas offices in Apia, Bangkok, Beijing, Hong Kong, Jakarta, London, Moscow, New Delhi, Nuku'alofa, Shanghai, Singapore, Suva, Sydney, Taipei and The Hague.
- Any of our INZ branch offices in New Zealand, which are located in Auckland, Henderson, Manukau, Hamilton, Palmerston North, Wellington, Christchurch and Dunedin.
- New Zealand diplomatic and consular offices.

All Immigration New Zealand forms and leaflets, and fee information, can be downloaded from the internet at: www.immigration.govt.nz.

**Advance Passenger Screening**

- New Zealand has implemented a system designed to enhance the security of New Zealand's borders. You may be refused permission to board your flight to come to, or return to, New Zealand if:
  - you do not have an appropriate visa to enter New Zealand; or
  - your visa has expired; or
  - your visa has not been transferred to your current/new passport or the passport being used to enter New Zealand.
- To minimise any disruption to your travel plans please ensure your travel documents are up-to-date and that you have the appropriate and current visa. If you have any questions check www.immigration.govt.nz.

**Collection Details**

- I wish to collect my documents when ready (note – this option is not available to applicants in the Auckland region).
- Please return all documents to me by “secure” post at the address given.