

Please post completed application to:

IPC
Private Bag 11021
Palmerston North
New Zealand

Section 7: Provisional Enrolment (continued)

- IPC may, at its sole discretion, waive all or any of the conditions in paragraph 1 (except for the last three bullet points).
- If either IPC does not offer me a place in writing, or if IPC does offer me a place in writing but I do not accept that offer of a place on or before the first day of teaching for my course (or such later day that IPC sets), or if I do not have the appropriate permit/visa to study at IPC for the duration of the course(s) I have applied to enrol in, then my admission and provisional enrolment is at an end.
- After offering me a place IPC may still:
 - cancel or postpone any courses and/or qualifications that I have enrolled in (whether partially completed by me or not);
 - change the content of any courses and/or qualifications that I have enrolled in;
 - cancel my enrolment as permitted under the Education Act 1989 or otherwise at law.

Section 8: My Acknowledgement and Declaration (see Part C of the Enrolment Guide)

- In completing and returning this form, I am applying to enrol at IPC. If IPC offers me a place in writing and if I accept that place, I agree to pay to IPC in full the relevant tuition fees, all other costs set by IPC (if any) and (where applicable) Student Association fees before the first day I attend IPC.
- I undertake to comply with all IPC's statutes, policies and procedures (including all amendments and new statutes, policies and procedures introduced after the date of this Application for Admission and Provisional Enrolment form).
 - I acknowledge that I have not relied on IPC's (and/or IPC's agents or contractors) judgement that course(s) and/or qualification(s), are suitable for any particular purpose or will achieve any particular result.
 - I acknowledge that, apart from the statements and warranties expressly given to me in writing by IPC, all other statements and warranties (express or implied) are excluded.
 - I have received full written details of all fees, and any items that are or may be required by IPC to be purchased or provided by me, for the course(s) I have chosen.
 - I understand that the terms and conditions of this form as well as Part C of the Enrolment Guide form part of my contract with IPC. I have read the Enrolment Guide. I understand and accept it.
 - If I have applied to enrol in a course where IPC requires me to supply further information (eg. health, police check etc.), I agree to promptly supply that information. I understand that my enrolment on that course is conditional on IPC being satisfied with the content of the information I supply.
 - If this is the first time I have enrolled at IPC, I have attached (or agree to promptly send) a certified copy of my passport.
 - I have attached (or agree to promptly send) proof of my highest level of achievement at secondary school.
 - I agree to provide IPC with evidence of an appropriate permit/visa for the duration of my course(s) and/or qualification at IPC. I acknowledge that, if at any time during my enrolment at IPC, I do not have a valid permit/visa then my enrolment at IPC is at an end.
 - I understand that I must notify IPC immediately if any of my contact details change, including my residential address.
 - I acknowledge that I have received a copy of the Summary of the Code of Practice for the Pastoral Care of International Students.
- I have read and understood the Privacy Act provisions (see Part C of the Enrolment Guide).
- I agree that if IPC offers me a place in writing and if I accept that offer of place, I may only withdraw if IPC's Academic Registry receives a Change of Details/Circumstances form duly completed and signed by me.

Declaration

I declare that, to the best of my knowledge, all the information I have provided on this form is true and complete.
I acknowledge that if IPC offers me a place in writing, I may accept that place by completing, signing and returning the Acceptance Card or by paying IPC's tuition fees. I acknowledge that if I do not accept IPC's offer of place promptly by returning the assigned Acceptance Card, IPC may (at IPC's discretion), before it receives notice of my acceptance, withdraw its offer of place to me.

Signature Date
DAY MONTH YEAR

Guardian's Signature if I am under 18 years at the date of signing this Application.

Section 9: Consent (Optional)

I give my consent for my parent(s) / guardian(s) to receive all academic information regarding myself from IPC.

Signature Date
DAY MONTH YEAR

Checklist

- My Application for Admission and Provisional Enrolment is fully completed, dated and signed by me.
- I have read and understood the Enrolment Guide for International Applicants.
- If I am a first-time student at IPC, I have attached (or will supply) proof of my age and identity. This proof of age and identity may be either a - Certified copy of my current passport or birth certificate (in English)
- I have attached (or will supply) my secondary school or university transcripts.
- I have attached copies of all certificates I have been awarded in respect of English courses I have successfully completed (if any).
- I have attached the Disability Details Form from Part E of the Enrolment Guide for International Applicants (if applicable).
- I have attached two passport-sized photographs.
- I have enclosed my NZ\$125 Application fee.

57 Aokautere Drive
Private Bag 11021
Palmerston North
New Zealand

Telephone: 64 6 354 0922
Fax: 64 6 354 0935
email: info@ipc.ac.nz
www.ipc.ac.nz

STOP READ THIS

- Before completing this form, please read the IPC Enrolment Guide for International Applicants, which contains important information including further terms and conditions of your enrolment at IPC. Please ensure that you have read and understood IPC's refund policy for International Students and the IPC Change of Details/ Circumstances information set out in the Part C of the Enrolment Guide.
- If IPC offers you a place and if you accept that place, IPC must see your passport containing evidence that you have the appropriate permit/visa to study at IPC.
- Before sending IPC this form, please read the checklist on the final page.

Application for Admission and Provisional Enrolment (International Students)

Welcome to IPC! Thank you for choosing to study with us. Please complete this form and return it to us along with the NZ\$125 Application Fee as soon as possible.

Have you previously applied or enrolled at IPC?

Yes No If "Yes", Student ID No.:

If you have previously studied at IPC, under a different name to the one you currently use, please write it in the space provided:

Section 1: My Personal Details

Title
Mr Mrs Miss Ms Other >If "other" please enter details:

Legal Family name (as shown on your passport) Legal First name(s) (as shown on your passport)

Preferred name(s) Date of Birth
DAY MONTH YEAR Gender MALE FEMALE

Permanent address (in home country)
NUMBER AND STREET NAME TOWN
CITY POSTAL/ZIP CODE
PROVINCE/REGION COUNTRY

Home telephone number
() AREA CODE
Cellphone number

Work telephone number
() AREA CODE
Email address

Next of kin/emergency contact name: Next of kin/emergency contact telephone number:
() AREA CODE

Next of kin/emergency contact address:

Can your next of kin/Emergency contact person speak English?
 Yes No If not, which language do they speak?

NZQA/NSI number (if any) - Please see Part B of Enrolment Guide: IRD Number (if any) - Please see Part C of the Enrolment Guide:

Section 2: Proposed Course of Study (see Part B of the Enrolment Guide for programme information)

Please tick the name(s) of the qualifications you wish to study:

- Master of International Studies
- Postgraduate Diploma of International Studies
- Bachelor of International Studies
- Graduate Diploma of International Studies
- Diploma of Japanese Language (Advanced)
- Diploma of Japanese Language
- Diploma of Japanese Studies
- Diploma of International Sport Studies
- Diploma of International Studies*
- Foundation Education Programme*

*Only available to students whose native language is not English

Planned Start Date: April (Term 1) August (Term 2) January (Term 3)

Section 3: My Educational History and Other Details

Academic Background

Please provide certified official documentation of academic results for all qualifications.

Secondary School last attended

Name of school	Country	Qualification	Year started	Year finished

Tertiary Study

Name of Institution	Country	Qualification	Year started	Year finished

Credit (For undergraduate programmes only)

Do you wish to have previous tertiary study assessed for recognition of credit?
Your application must include an official outline and course descriptions.

Yes No

Nationality - (As shown on your passport)

111 <input type="checkbox"/> NZ European / Pakeha	371 <input type="checkbox"/> Other Pacific Island group
121 <input type="checkbox"/> British / Irish	411 <input type="checkbox"/> Filipino
122 <input type="checkbox"/> Dutch	412 <input type="checkbox"/> Cambodian
123 <input type="checkbox"/> Greek	413 <input type="checkbox"/> Vietnamese
124 <input type="checkbox"/> Polish	414 <input type="checkbox"/> Other Southeast Asian
125 <input type="checkbox"/> South Slav	421 <input type="checkbox"/> Chinese
126 <input type="checkbox"/> Italian	431 <input type="checkbox"/> Indian
127 <input type="checkbox"/> German	441 <input type="checkbox"/> Sri Lankan
128 <input type="checkbox"/> Australian	442 <input type="checkbox"/> Japanese
129 <input type="checkbox"/> Other European	443 <input type="checkbox"/> Korean
211 <input type="checkbox"/> New Zealand Maori	444 <input type="checkbox"/> Other Asian
311 <input type="checkbox"/> Samoan	511 <input type="checkbox"/> Middle Eastern
321 <input type="checkbox"/> Cook Island Maori	521 <input type="checkbox"/> Latin American
331 <input type="checkbox"/> Tongan	531 <input type="checkbox"/> African
341 <input type="checkbox"/> Niuean	611 <input type="checkbox"/> Other
351 <input type="checkbox"/> Tokelauan	Specify:.....
361 <input type="checkbox"/> Fijian	

Current Occupation – which description best describes your situation at present? (please tick appropriate box)

- +01 Secondary school student
- +02 Non-employment or beneficiary (excluding retired)
- +03 Wage or salary worker
- +04 Self-employed
- 05 University student
- 06 Polytechnic/Institute of Technology student
- +08 House person or retired
- 11 Private Training Establishment student
- +09 Overseas – specify:

DISABILITY

Do you live with the effects of significant injury, a long-term illness or any disability? If you tick "Yes" please complete the Disability Details tear-out sheet at Part E of the IPC Enrolment Guide and return with this form. You will be sent information on services available to students with a disability.

Yes No

RESULTS OF ENGLISH LANGUAGE EXAMINATIONS

Please specify any International English Language Examinations you have taken (such as: TOEIC, TOEFL, IELTS)

	Score	Date Taken
<input type="checkbox"/> None		
<input type="checkbox"/> TOEIC		
<input type="checkbox"/> TOEFL		
<input type="checkbox"/> IELTS		
<input type="checkbox"/> Other	Please specify	
	Score	Date Taken

EXTRACURRICULAR ACTIVITIES

Please write a list of the clubs or activities with which you have been involved, both at school and in your community. Note also any work experience you have had. Label your list **Section 3** and include it with this form.

WORK HISTORY Please outline in writing and attach to this form.

* If you are applying for the Foundation Education programme, you can write your personal statement in your first language or in English.

• Referees must have known you for one or more years and cannot be related to you.

Section 4: Requirements for Scholarship Awards

1. All Applicants

(In order to receive SEG Scholarship)

Refer Part D of the Enrolment Guide

Please write a short essay (500 to 1000 words) in English* on one of the topics below. Label your essay "Section 4" and include it with this form.

- Describe ways you have helped others during your secondary schooling or later
- Describe what activities developed your leadership skills
- State how you would encourage students from various countries to become involved in IPC and the local community activities or, if you do not know Palmerston North, how you would involve students in your own community.

Applicants must obtain two letters of reference, and submit them to IPC within a week of submitting this application form. Please provide the names, contact addresses and telephone numbers of the two referees in the spaces provided below.

2. Postgraduate Applicants

If you are applying for a postgraduate qualification (Master or Postgraduate Diploma of International Studies), you must also provide a statement in English (approximately 1,000 words) of your prior work experience and how it will contribute to your postgraduate study at IPC. Label your essay "Section 4" and include it with your application.

Referee Details

1.	<input type="text"/>	<input type="text"/>
	Name	Address
		<input type="text"/>
		Phone Number
2.	<input type="text"/>	<input type="text"/>
	Name	Address
		<input type="text"/>
		Phone Number

Section 5: Accommodation Option

Please indicate your preferences from the following options. (1 for the most preferred, and 3 for the least preferred)

Preference	Hall Option
	Hall 1 to 6 (Single Room)
	Hall 7 to 9 (Single Room)
	Hall 7 to 10 (Double Room)
	Homestay (from second year of study)

Section 6: Fees (See Part C of the Enrolment Guide)

I agree to pay IPC the relevant tuition fees and course costs, all other costs set by IPC (if any) and Student Association fees (where applicable), if IPC offers me a place in writing and if I accept that place.

I agree to pay IPC in full for the courses and options I have chosen no later than the first day of teaching for my programme of study. If I am permitted by IPC to commence study after the first day of teaching for my programme of study, then I agree to pay IPC in full no later than the date that IPC has advised me in writing that I must start.

I understand that, if I accept IPC's offer of a place and I do not attend the course(s) I am enrolled in, I am still liable to IPC for payment of my fees in full if I do not withdraw from my course(s) in the manner required by IPC and within IPC's refund period for International Students.

Payment of Fees

Upon receipt of our invoice for your tuition fees, all other costs set by IPC (if any) and Student Association fees (where applicable) please make your payment. How will you be making your payment?:

Bank Draft/Cash Telegraphic Transfer (Please see Part C of the Enrolment Guide)

Section 7: Provisional Enrolment

- This application for admission and provisional enrolment is subject to:
 - IPC being satisfied as to my identity and being satisfied, based on all the information I have supplied, that IPC ought to offer me a place; and
 - IPC selecting me for a place, and places in the courses I have selected are available; and
 - IPC being satisfied that I meet the entry criteria (if any); and
 - My acceptance, if IPC offers me a place (see Part C of the Enrolment Guide); and
 - IPC seeing my passport containing evidence that I have the appropriate permit/visa to study at IPC for the duration of the course(s) I have applied to provisionally enrol in.
 - IPC receiving in full all of IPC's tuition fees, all other costs set by IPC (if any) and where applicable Students' Association fees.