

Application form and fees schedule 2011

What you need to know before applying for admission:

- We recommend that you familiarise yourself with the details of the programme you are interested in BEFORE you apply for admission. Check that the programme and the courses offered by the relevant academic department will meet your academic objectives. Please view the relevant department/programme website for further information.
- Many graduate and postgraduate programmes have specific application requirements and/or an additional application process. These programmes include (but are not limited to): Postgraduate Certificate in Antarctic Studies, Graduate Diploma in Business Administration, graduate diplomas in Teaching and Learning, postgraduate diplomas in Business Management, Child and Family Psychology, Clinical Psychology, Health Sciences, Industrial and Organisational Psychology, Social Work, Master of Audiology, Master of Business Administration (MBA), Master of Business Management (MBM), Master of Education, Master of Education in Child and Family Psychology, Master of Education with Certificate in Counselling, Master of Engineering in Management (MEM), Master of Engineering in Fire Engineering, Master of Health Sciences, Master of Social Work (Applied), Master of Science in Applied Psychology and Master of Speech and Language Therapy. Please check the academic department website or enquire through the International Office.

Important notes:

- Please PRINT CLEARLY. To ensure that your application is processed efficiently and to ensure that we can contact you, it is essential that we can accurately interpret the information you supply, particularly your name, email and postal address details. All sections must be completed.
- Incomplete applications cannot be processed. Therefore, please ensure you provide all required documentation. For postgraduate applications this includes all your transcripts and degree certificates for university level study undertaken. Academic documents must be originals or certified true copies. Faxed, scanned or emailed documents will not be accepted as original or certified copies.
- You should apply as early as possible to give yourself maximum preparation time for visa, fee payment, travel and accommodation arrangements.
- It is recommended that undergraduate applications be submitted before 1 November for semester 1 (February) and before 1 May for semester 2 (July). Late applications will be processed, but we cannot guarantee that a decision will be made in time for you to make the necessary arrangements to start your studies here.
- Where possible postgraduate applicants should apply at least 6 months before their intended start date.

College of Education applicants please note:

This form is NOT for initial teacher education or sport coaching programmes. The College of Education Prospectus for international students including the application form for programme entry to these programmes is available on request or can be downloaded at www.education.canterbury.ac.nz/international

Useful websites:

- Department and colleges: www.canterbury.ac.nz/deptcentres.shtml
- Courses, subjects and qualifications: www.canterbury.ac.nz/courses
- International student portal: www.canterbury.ac.nz/intstud
- UC Research Profile: www.canterbury.ac.nz/research.shtml

International Tuition Fees for 2011 (per year in NZ\$)

	Undergraduate fees	Postgraduate fees (excluding PhD)	PhD fees 2010 (2011 fees to be confirmed)
Arts and Social Sciences	19,700	23,000	5,064
Business and Commerce	21,200	23,000	5,301
Engineering	29,500	30,100	6,100
Fine Arts	23,400	26,800	n/a
Forestry Science and Ecology	28,300	29,200	6,100
Law	22,900	26,800	5,301
Music	23,400	26,800	5,540
Science – Bench Science <i>Antarctic Studies, Astronomy, Biochemistry, Biological Sciences*</i> , Biotechnology, Cellular and Molecular Biology , Chemistry, Electronics*, Engineering Geology, Environmental Science, Geology, Hazard and Disaster Management, Mathematical Physics, Medical Physics, Medical Physics (Clinical), Microbiology, Physics, Plant Biology, Zoology.	25,000	29,200	5,731
Science – Non Bench Science Computational and Applied Mathematics , Computer Science, Geography, Mathematics, Mathematics and Philosophy, Mathematics and Statistics, Psychology, Statistics.	23,400	26,800	5,540
Speech and Language Therapy** and Audiology	28,300	29,200	6,066
Teacher Education	20,900	23,000	5,064
Sport Coaching	20,900	n/a	n/a
Physical Education	20,900	n/a	n/a
GradDipTchLn (Secondary)	n/a	20,900	n/a
GradDipTchLn (Primary)	n/a	29,300	n/a
GradDipECTch	n/a	tbc	n/a

Additional to the tuition fee is an annual \$600 non-tuition Student Services levy.

* Undergraduate level only.

** Depending on the courses selected, the estimated fee for the intermediate year of Speech and Language Therapy is \$25,000.

Subjects in **bold** are available at postgraduate level only.

Special Programmes

Study Abroad undergraduate	per semester	10,900
Study Abroad undergraduate	per year	21,800
MBA	15 month programme	tbc
MBM (Master of Business Management)	per year	tbc
PGDipBM (Postgraduate Diploma in Business Management)	one year programme	tbc
MEM (Master of Engineering in Management)	one year programme	32,000
Postgraduate Certificate in Antarctic Studies	includes field trip	25,400

The University reserves the right to change these published fees before enrolment to reflect any changes in Government or University Council Policy. (See note 3 below).

Note:

- The fees quoted are for 2011 and are reviewed annually. Students undertaking a programme of more than one year's duration should be aware that fees may increase in subsequent years. The latest information on tuition fees can be found at www.canterbury.ac.nz/intstud/costs
- All fees are set and invoiced in New Zealand dollars. **Please check current exchange rates** for the correct equivalent today in your home currency.
- The New Zealand Goods and Services Tax (GST) is included in the fee total. The University reserves the right to adjust the fee should any increase in GST come into effect. We guarantee that any adjustment to 2011 fees due to changes in GST will not be more than 2.5% of the total quoted.
- Fees quoted are for an **average course load**. The actual fee will vary depending upon courses selected. Detailed information on choosing courses and calculating fees is available in the 2011 Enrolment Handbook which will be provided with your pre-enrolment materials.
- The tuition fee must be paid in full before or at enrolment. For payment options please see page 27 of the 2011 International Student Prospectus, or www.canterbury.ac.nz/intstud/costs/payment.shtml
- Some subjects have extra costs associated with them in addition to tuition fees (textbooks, materials, field trips, etc). Thesis publication fees are also additional to the tuition fees quoted. For details of living costs in New Zealand, please see page 27 of the 2011 International Student Prospectus or www.canterbury.ac.nz/intstud/costs/living.shtml
- Provided that they study in New Zealand, international PhD students pay tuition fees at the New Zealand domestic rate for the PhD course only; international fees apply for any other courses. Australian students pay fees at the domestic rate, provided that they study in New Zealand. For domestic fees go to www.canterbury.ac.nz/enrol/costs.shtml
- Please note that an application for admission is not an application for funding. If granted admission, students need to arrange funding to cover tuition fees, living expenses and other costs. An offer of a place is issued for admission purposes and does not imply or guarantee funding for studies. For information about scholarships see page 33 of the 2011 International Student Prospectus or www.canterbury.ac.nz/intstud/scholarships
- Many **graduate diplomas** attract an undergraduate rather than a postgraduate fee. Please enquire for details.
- Enrolment and Fees Policies and Regulations (including refund policies) are detailed in the University's Calendar. An electronic copy can be found at www.canterbury.ac.nz/acad/calendar

Application for admission as an international student

Before completing this form, please read the instructions on page 1 of this application form



Application details

This application is submitted by:

- Self (student)
 Agent / Representative

Email address for correspondence (Agent or Student)

info@ranke-heinemann.de/ wien@ranke-heinemann.at

Postal address for correspondence (Agent or Student)

Institut Ranke-Heinemann Schnutenhausstrasse 44 45136 Essen Deutschland Tel.: 0049-201-252552 info@ranke-heinemann.de www.ranke-heinemann.de	Institut Ranke-Heinemann Friedrichstrasse 95 10117 Berlin Deutschland Tel.: 0049-30-209629593 berlin@ranke-heinemann.de www.ranke-heinemann.de	Institut Ranke-Heinemann Silberburgstraße 112 70176 Stuttgart Deutschland Tel.: 0049-711-99338627 lentz@ranke-heinemann.de www.ranke-heinemann.de
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Institut Ranke-Heinemann Türkenstr. 70 80799 München Deutschland Tel.: 0049-89-80954030 muenchen@ranke-heinemann.de www.ranke-heinemann.de	Institut Ranke-Heinemann Grindelallee 91/ Martin-Luther-King-Platz 1 20146 Hamburg Deutschland Tel.: 0049-40-43091358 hamburg@ranke-heinemann.de www.ranke-heinemann.de	Institut Ranke-Heinemann Theresiengasse 32 1180 Wien Österreich Tel.: 0043-1-4060224 wien@ranke-heinemann.de www.ranke-heinemann.at
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Student's personal details

Title: Dr / Mr / Mrs / Miss / Ms Other

Family name (as shown on student's passport)

Given names (as shown on student's passport)

Sex: Male Female Date of birth DD / MM / YYYY

Student's postal address (if not given above)

Student's telephone

Student's email (mandatory even if you are applying through an agent)

Nationality (list all countries where you hold citizenship)

Do you hold a New Zealand or Australian Permanent Resident Visa?

- No Yes (please provide a certified copy)

Proficiency in English

To study at Canterbury you MUST be proficient in English.

For details of requirements see page 26 of the International Student Prospectus or www.canterbury.ac.nz/intstud/admiss/english.shtml.
Documentary evidence of the following information is required.

- I have completed an academic qualification in a country where English is the predominant language spoken.
- I will sit / have sat an English language proficiency test (IELTS, TOEFL, Cambridge, APIEL or University of Canterbury's CertETS)

Date of test

English test name

Results (if known)

- The testing centre will send the result to the University of Canterbury. For TOEFL, the institution code for the University of Canterbury is 9482. Evidence of English language proficiency can be no more than 2 years old.

Programme of study applied for

I am applying for admission to:

Degree / Qualification (in order of preference if more than one)

Major(s) / Main Subject(s)

eg BCom	Economics
eg MSc	Chemistry

- either (a) at entrance level (to a Bachelor's degree)
or (b) with advanced standing towards a BE(Hons) or graduate admission to an LLB degree
or (c) not graduating at Canterbury. Study Abroad. Reciprocal Exchange student (Certificate of Proficiency)*
How long do you intend to study at Canterbury? 1 Semester 2 Semesters
or (d) to graduate or postgraduate studies**

When do you intend to begin your studies? February (1st semester) July (2nd semester, not possible for some programmes) Year

PhD and Masters research students may begin their studies at any time with the approval of their supervisor.

*Postgraduate COP students must provide a list of proposed courses with their application

**Postgraduate Research Applicants

Please include with your application

- an outline of your area of research interest (which must match an area of research interest at Canterbury)
- details of your previous research or publications
- details of communication with any potential supervisors

Qualifications and academic records

I attach the following certified true copies of my academic transcripts and graduation certificates (if applicable) as evidence in support of my admission. **Copies of original documents must be certified as a true copy of the original document by a Justice of the Peace, Notary Public, Solicitor, or an official of the institution that issued the original document and must bear the official stamp of that person or institution.**

Uncertified photocopies will not be accepted. Faxed, scanned or e-mailed documents will not be accepted as original or certified copies.

Pre-University / University Entrance Qualification (Note: not required from university graduates, or applicants with more than one year of university studies.)

Name of qualification	Institution	Country	Date completed

Previous University / Tertiary study

Name of qualification	Institution	Date commenced	Date completed

Results Pending: are you currently awaiting results of university or pre-university studies undertaken this year?

No Yes Please indicate when these results will be available:

Name of qualification	Institution	Date results available

Declaration and signature

I supply the information on this form and in support of this application on the understanding:

- that it may be used for purposes relating to my enrolment as a student by members of the academic and administrative staff of the University of Canterbury;
- that it may be used for purposes external to the University when it is in statistical form or when it is not to my disadvantage for this to be done, and also where disclosure is required to comply with the provisions of the Privacy Act 1993;
- that I have the right to see and correct if necessary the information I have provided;
- that my application cannot proceed without my consent to the foregoing conditions.

All work submitted in support of my application is entirely my own, except where explicitly identified as the work of another or others.

I understand that it is my responsibility to provide all necessary documentary evidence of my qualifications and experience. I authorise the University to obtain further information wherever necessary. **I acknowledge that the submission of fraudulent, forged, or otherwise dishonest documentation in support of this application will automatically disqualify me from enrolment. I understand that in such a case the University of Canterbury reserves the right to inform all other New Zealand universities of the fact along with my name and date of birth and that the New Zealand Immigration Service and the Police will also be informed. My signature below denotes acceptance of these terms and constitutes consent to disclosure for the purposes of Privacy Principle 11 set out in the Privacy Act 1993.**

I accept that all documents submitted in support of this application become the property of the University of Canterbury.

I understand that, if this application is submitted through an agent of the University, the result will be communicated to the agent also, unless I give instructions to the contrary.

I am aware of the tuition and living costs associated with studying in the course and I am able to meet all expenses for the duration of my study. I understand that if I am unable to meet these costs, the University and the New Zealand Government will not be expected to help me.

Signature Date

Checklist

Have you:

- included a copy of the personal details page of your passport?
- completed ALL sections on this form?
- supplied evidence of English proficiency (if applicable)?
- provided official documentation of academic results, including official translations where necessary?
- read and signed the declaration?

IMPORTANT: Your application cannot be processed unless originals or certified true copies of your supporting documents are included. Faxed, scanned or emailed documents will not be accepted as original or certified copies.

Credit transfer

There is a separate application for transfer of Credit.

Please see www.canterbury.ac.nz/intstud/admiss/credit.shtml

How do you intend to pay for your studies?

- Private funds
- New Zealand Development Scholarship (NZ Aid)
- US Federal Aid
- Home government scholarship (please specify)

- Other (please specify)

N.B. You must make a separate application for a scholarship.

Source of information

How did you first learn about the University of Canterbury?

- Advertisement
- Authorised Agent of University of Canterbury
- Education Fair
- Friends / Relatives
- School / University / Other institution
- World Wide Web
- Other (please give details)

Send this form to

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