# International Application/Enrolment Form

**PERSONAL DETAILS >**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
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<tbody>
<tr>
<td>Surname</td>
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<tr>
<td>Title</td>
<td>[ ] Mr [ ] Mrs [ ] Miss [ ] Ms</td>
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<tr>
<td>First Name</td>
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<td>Other title, please state below</td>
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<tr>
<td>Middle Names</td>
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<tr>
<td>Preferred Name</td>
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<tr>
<td>Gender</td>
<td>[ ] M [ ] F</td>
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<tr>
<td>Previous Surname if different</td>
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<tr>
<td>Date of Birth</td>
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<td>Passport Number</td>
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<td>Issuing Country</td>
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<td>Home Address</td>
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<td>Birth address</td>
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<td>Postcode</td>
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<td>Mobile Telephone Number</td>
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<td>Email</td>
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<tr>
<td>Term Address</td>
<td>If known</td>
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<td>Postcode</td>
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<td>Mobile Telephone Number</td>
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<td>Email</td>
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**WHO SHOULD WE CONTACT IN CASE OF EMERGENCY?**

<table>
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<tr>
<th>Field</th>
<th>Details</th>
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<tbody>
<tr>
<td>Emergency Contact Person</td>
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<tr>
<td>Relationship</td>
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<td>Emergency Contact Number</td>
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<td>Email</td>
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**AGENT DETAILS (if applicable) >**

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<th>Details</th>
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<tbody>
<tr>
<td>Counsellor Name</td>
<td>Agent Stamp</td>
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<tr>
<td>Company Name</td>
<td>[ ] Institut Ranke-Heinemann</td>
</tr>
<tr>
<td>Address</td>
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<tr>
<td>Postcode</td>
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<td>Mobile Telephone Number</td>
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<td>Email</td>
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**Please complete ALL sections, in English, by printing in CAPITAL LETTERS.** Scan and email the application form and certified copies of all required documents to:

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

Results will be sent to your home address, unless otherwise advised.
PROGRAMME OF STUDY >

I wish to study the following qualification:

Programme Name

Start Date  

Month  
Year

Venue  

Nelson  
Marlborough  
Woodbourne

If applying for English Language select intake date (please refer to nmit.ac.nz for English Language intake dates):

Intake Date

Number of weeks of study (minimum of two weeks)

ACADEMIC QUALIFICATIONS >

Please include certified copies of both your secondary and tertiary academic transcripts and your final award.

Highest qualification gained

Name of institution

ENGLISH LANGUAGE PROFICIENCY

Please include certified copies of your English Language Test Results and/or English Language qualifications.

IELTS  

Overall Score

Date of Assessment

TOEFL  

Overall Score

Date of Assessment

FCE  

Overall Score

Date of Assessment

ACCOMMODATION REQUIREMENTS >

A NZD$250.00 non-refundable application fee applies. Please refer to http://www.nmit.ac.nz/international/accommodation for accommodation information.

I will make my own accommodation arrangements  

Yes  

No

I would like to stay at Nikau Apartments (Nelson only)  

Yes  

No

I would like Full Homestay  

Yes  

No

I would like Independent Homestay  

Yes  

No

I would like help with other accommodation options  

Yes  

No

I require accommodation from  

Day  
Month  
Year  
to  

Day  
Month  
Year

STUDENT SUPPORT/MEDICAL DETAILS >

Do you wish to be contacted by one of the following support staff?

Study Support  
Pacific Island  
Accessibility Advisor  
Disability Advisor

The following information is confidential and is used for statistical purposes to enable us to provide support, if required.

Do you live with the effects of significant injury, long term illness, or disability/impairment?  

Yes  

No

If yes, how would you describe your significant injury, long term illness, or disability/impairment?


MARKETING INFORMATION >

How did you hear about Nelson Marlborough Institute of Technology (NMIT)?

- [ ] Friends/family
- [x] NMIT international agent
- [ ] NMIT website
- [ ] High school/college teacher
- [ ] NMIT presentation at high school/college
- [ ] Online advertising - FacebookAds
- [ ] Newspaper
- [ ] NMIT publication (brochure or prospectus)
- [ ] Online advertising - GoogleAds
- [ ] NMIT email promotion
- [ ] NMIT student (previous or current)
- [ ] Online advertising - You Tube

MEDICAL AND TRAVEL INSURANCE >

The New Zealand Ministry of Education, through the Code of Practice for the Pastoral Care of International Students, requires that all International Students must have appropriate medical and travel insurance for the duration of their planned study in New Zealand. For more information please visit minedu.govt.nz.

NMIT will automatically arrange insurance coverage for all students. Students can choose their own insurance company, however it must comply with the minimum standards required by the Code of Practice for the Pastoral Care of International students. If you arrange your own insurance cover, you must supply your Certificate of Insurance and Schedule of Cover, in English, to the Information and Enrolment Centre. Once the insurance policy is evaluated and confirmed as meeting the minimum standards required by the Code of Practice for Pastoral Care the policy taken out by NMIT on behalf of the student will be cancelled with the fees refunded to the student. Please be aware that if you do not provide a satisfactory insurance policy, you will be required to take out a default policy prior to commencing the study programme.

NMIT has arrangements with Marsh Ltd (in association with Vero) a New Zealand based provider who has specific policies for International Students. The policy is called Studentsafe. More information about Studentsafe can be found by following this link on the NMIT website at nmit.ac.nz/international/helpfuladvice. Once we receive payment of the insurance fee, your insurance will be arranged. The commencement date of your policy will be set to the date you depart for New Zealand.

Would you like NMIT’s insurance cover:  
- [ ] Yes  
- [x] No

DECLARATION >

The Nelson Marlborough Institute of Technology (NMIT) has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the New Zealand Ministry of Education. Copies of the code are available by request from NMIT or from the New Zealand Ministry of Education website at minedu.govt.nz.

I agree that if the International Student Advisor has concerns regarding my welfare, safety or behaviour, after discussing them with me they can contact my parents, guardians or educational agent to discuss appropriate courses of action.

I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above.

I understand that if I have supplied false information or do not comply with the rules and regulations of NMIT, my Offer of Place may be cancelled.

I have read and understood the International Student Fees, Charges and Refunds conditions in the International Prospectus.

I have read and understood the above and I confirm that to the best of my knowledge all the information supplied on, and with, this application form is true and correct.

[ ] I (print name) confirm I have read and completed this form myself.

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<thead>
<tr>
<th>Signature</th>
<th>Date</th>
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Parent or guardian’s signature if applicant is under 18 years of age:

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
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APPLICATION CHECKLIST >

Your application will be processed ONLY when we have received all required documentation.
PLEASE use this checklist to ensure you have included certified copies of all items. Thank you.
Please ensure you have completed all the required sections of this form. (Please do not send original documents – send certified copies only). Have you included:

- Photocopy of your passport
- Certified English translations of your academic records, including your academic transcripts for both secondary and tertiary study and a copy of your final award for your diploma or degree, and other qualifications (as applicable)
- Certified copy of an IELTS, TOEFL or FCE/ACE result sheet, or other proof of English proficiency
- References, portfolio or any other additional information if required, for specific programme entry
- Signed the Declaration?

APPLICATION SUBMISSION >

Institut Ranke-Heinemann
Schnutenhausstrasse 44
45136 Essen
Deutschland
Tel.: 0049-201-252552
info@ranke-heinemann.de
www.ranke-heinemann.de

Institut Ranke-Heinemann
Theresiengasse 32
1180 Wien
Österreich
Tel.: 0043-1-4060224
wien@ranke-heinemann.at
www.ranke-heinemann.at

THANK YOU > We look forward to welcoming you to NMIT soon.