

Domestic Student Application Form (REFLEXOLOGY Year 2)

- International students please contact administration for the International Student Application form
- Please send all application forms to Auckland Administration Centre, PO Box 9865 Newmarket, Auckland 1149
- Please note – we require **ALL** information and documentation as advised for **ALL** students, even if you have previously completed an application it ensure we have your latest details at this time.
- Please answer every question under each heading **COMPLETED FORM MUST BE RETURNED ASAP**

In 2012 I will be finishing/continuing with:

2012 Diploma in Health Sciences (Reflexology)

PC3122

A. Personal Details - please confirm these

Surname/Family name

First name/s

Preferred name

NZCM number *Office use only*

NSI number *if known*

IRD number *for student loan interest write off*

Postal Address

Post Code

Phone Mobile

Work

Email

Home

Emergency Contact Name

Phone

B. Health Update The information you supply is confidential

Do you live with the effects of a significant injury, long-term illness learning or other disability?

Yes No

If yes, please specify

Are you presently under the care of a physician, therapist or on medication of any kind?

Yes No

If yes, please specify

Health declaration: I declare that to the best of my knowledge I have no communicable diseases (e.g. HIV, Hepatitis) or physical or psychological impairments that will affect my ability to undertake study and/or **give and receive reflexology** safely.

Signed _____

Dated _____

PLEASE NOTE: If this declaration is not signed you will be contacted by the Student Liaison for further information on your condition.

Study option :

Full Time

Part Time

At what campus do you intend to study?

Auckland

Privacy

The NZ College of Massage collects and stores information from this form to comply with the requirements of the Ministry of Education (student statistical returns), New Zealand Qualifications Authority (Record of Learning registration and Unit Standard outcomes), Tertiary Education Commission (funding returns), Industry Training Organisations (funding and academic outcomes), Ministry of Social Development (confirmation of enrolment and academic outcomes), Inland Revenue Department (student loan interest rebate), Department of Immigration (if you are not a New Zealand citizen or permanent resident) and Agencies who support particular students through scholarships and prizes, payment of fees or other awards (if you are a recipient of one of these awards). The information is also used to select students for qualifications, to manage internal administrative processes, and for internal reporting. Information about students may be supplied to, and sought from, other educational organisations for the purpose of verifying academic records.

In addition, when required by statute, the NZ College of Massage releases information to Government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC).

In signing this enrolment form you authorise such disclosure on the understanding that the NZ College of Massage will observe the general conditions governing the release of information, as set out in the Privacy Act 1993 and the Post-compulsory Unique Identifier Code of Practice. You may see any information held about you and amend any errors in that information. To do so, contact the Registrar.

NB: The Privacy Act came into force on 1 July 1993 with the stated aim of protecting the privacy of natural persons. It requires the NZ College of Massage to collect, hold, handle, use and disclose personal information in accordance with the twelve information privacy principles in the Act. <http://www.privacy.org.nz/people/peotop.html>

Fees

In signing this enrolment form you undertake to pay all fees as they become due and to meet any late fees and collection charges associated with debt recovery. You also agree to abide by the College's policy on withdrawals and refunds as set out in the prospectus.

Rules

In signing this enrolment form you undertake to comply with the published rules and policies of the College with regard to attendance, academic progress, standard of dress, health and safety, and behaviour. Please read the general information section of the prospectus.

Academic requirements:

- Demonstrate competency in all assessment tasks.
- Minimum 80% attendance for all in-class hours. Exceptional circumstances may be negotiated.
- Completion of all assignments and case studies for classes by due date.
- Payment of all tuition and non-tuition fees.

Declaration

I declare that to the best of my knowledge all the information supplied on, and with, this enrolment form is true and complete. I agree to abide by the conditions as described above and I consent to the disclosure of personal information as described above. I will make myself familiar with the requirements in regard to student behaviour at NZCM. I will obey the Student Code of Conduct and acknowledge that if I breach this Code I will be subject to penalties imposed according to College Disciplinary Procedures.

I consent to NZCM using my email provided for internal correspondence and reminders

I consent NZCM to use and display my photo and/or testimonials (including name) for the legitimate purposes of the college

Authorisation to Proceed with Enrolment:**Student signature****Date**