



**Te Kura Tuarua o Horomaka  
Hillmorton High School**

**Application for Study - International**

Please fill out in ENGLISH -Use Black Pen and print clearly

See list of attachments required – page 4

**Student Details**

Surname student		First name student	
Preferred name			
Age/student		Sex	
Date of birth		Religion	
Passport number		Date of Expiry	
Country of issue			
Emergency contact: Name		Telephone Number	

**Parent Details**

Name Parent(s)			
Street/Apartment/House Number			
Town/City:		Country	
Fax:		Email:	

**Course of Study Applying For**

Applying for ✓	1 term 10 weeks		2 terms 20 weeks		3 terms 30 weeks		1 year 40 weeks	
Level of English ✓	Excellent		Good		Fair		Poor	
Subjects preferred. Choose 6 subjects apart from ESOL	ESOL/English							

Interests: Hobbies, Sports, Music, etc.	
Sports played	
Future Profession/Future job wish	

*We reserve the right to allocate a level appropriate to the student's Level of English as tested on entry.*

**Contracted Referring Agent Details. (optional)**

Name:			
Address:			
Telephone:		Fax:	
Email Address:			



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## Health

All International Students enrolled at Hillmorton High School must be in good health and have Medical and Travel Insurance. (Uni-Care is Hillmorton High School's default insurance company)

State of health (circle one)	Excellent		Good	Fair
	Yes✓	no✓	If yes please give details	
Blood type?				
Do you have any allergies?				
Do you have any disabilities?				
Do you have any medical conditions?				
Do you take prescribed medicine?				
Do you smoke?				
Do you have any restrictions with P.E. activities?				
Do you wear glasses?				

What type of Medical and Travel Insurance does the student have for the duration of his/her time of study in New Zealand?

Type: \_\_\_\_\_ Policy No: \_\_\_\_\_

Hillmorton High School expects to be able to meet the learning needs of children enrolled at the school. Does the International student (named above) have any special learning or behavioural needs? Yes No (circle)  
Details if applicable:

### Declaration by Parent/s

I/We \_\_\_\_\_ and \_\_\_\_\_ am/are the parent/s of the student named on this application form.

I/We declare that:

- A. The information supplied is true and correct.
- B. I am familiar with the ministry of Education Code of Practice for the Pastoral Care of International Students and agree to comply with the Code. (This can be obtained from [www.minedu.govt.nz](http://www.minedu.govt.nz)).
- C. In signing this application I also confirm that I have read and agree to:
  - Hillmorton High School Tuition Agreement/Code of Conduct
  - Guidelines for International Students in the Homestay ([www.hillmorton.school.nz](http://www.hillmorton.school.nz))
- D. I agree that information collected on these application forms may be passed to government agencies in statistical form as required by the Education Act 1993 and other statutory requirements. When this occurs I agree to waive conditions in the Privacy Act 1993.
- E. Prior to signing I will seek independent advice on any aspects of this application form that I do not understand.
- F. I have been informed of all the costs involved with enrolment, the school's policies regarding fee protection and refunds, and the grievance procedures. ([www.hillmorton.school.nz](http://www.hillmorton.school.nz))
- G. I give Hillmorton High School permission to make a decision on the advice of medical practitioner in a medical emergency.

✱ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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**APPLICATION FOR HOMESTAY PLACEMENT**

**NOTE:**

*If your son/daughter is not staying in our homestay programme you must provide the full name, address and phone number of your son/daughter's homestay. This person must be a relative or very close friend of the family.*

Student Name	
Age	

Please tick ✓	Like	Dislike	Don't mind
Dogs			
Cats			
Young children			
Other children			
People who smoke Please note smoking is not permitted at Hillmorton High School.			

What foods do you like?	
What food do you dislike?	
Are you a vegetarian?	
Do you have any special requirements for a homestay placement?	



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**Attachments to Accompany Application**

Parents/Agent/Student - Please attach the following to your application:

1. **Last School Report**
2. **Letter of commendation from School**
3. **Student's Letter:**

Please attach, in **black pen**, a letter in **English** introducing yourself to your host family. Please include the following information in your letter: description of yourself, motivation, sense of humour, your home, family, friends, leisure activities, education, neighbourhood, town, why you want to study in New Zealand.

4. **Parent's Letter**

Please attach, in **black pen**, a letter in **English** to your son or daughter's host family telling them about your child's strengths and weaknesses. How do you think your child will cope with a new environment, food, family, school etc.

5. **Family Photos: Please enclose**

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**Hillmorton High School Bank Account Details:**

Westpac Trust  
Armagh St  
Christchurch, New Zealand  
Account Number: 03 0855 0333804 00  
Swift Number: WPACNZ2W

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**Please forward this application and attachments to:  
Hillmorton High School,  
PO Box 338 5119,  
Christchurch,  
New Zealand**

**Email to: [multhaupa@hillmorton.school.nz](mailto:multhaupa@hillmorton.school.nz)**



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## Refund Policy

**To be given to students on enrolment.**

### School Fees

1. If you withdraw from your course of study before the course completion date you will be eligible for a refund of school fees less:
  - A 10 % administration charge.(of tuition fee)
  - Costs to school already incurred for tuition.
  - Costs already incurred for the use of facilities and resources and for teacher salaries.
  - The proportion of the Government Levy the school is required to pay plus GST.
  - The Administration charge.
  - The Home stay Inspection fee.
  - Any other costs already incurred.

***NOTE: Normally no refund will be given if a student wants to transfer to another school in New Zealand.***

2. An application for refund of fees must be made in writing. You must write to the Board of Trustees explaining why you have withdrawn from the course and your reasons for seeking a refund.
3. If your application is made before the start of your course, your fees will be refunded in full less an administration charge of 10 % of the total tuition fee to cover costs incurred by the school.
4. The Board of Trustees will make no refund to a student who is expelled from the school.

### Home stay Fees (Based on all home stay fees paid in advance)

1. If you move out of your home stay before the end of your contract the portion of your home stay fees not already used will be returned to you **provided you give two weeks notice in writing to the International Student Administrator.**
2. If you cancel your home stay contract before you move into the home stay your fees will be refunded in full less a NZ\$150.00(annual) Home stay Inspection Fee.