



"Discover Your Talents"

# TIRIMOANA PRIMARY SCHOOL INTERNATIONAL FEE-PAYING LEARNER

## CONTRACT OF ENROLMENT & TUITION AGREEMENT

### Student/Learner Information

Family name of Student: \_\_\_\_\_

First name of Student: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Gender: Male Female

Country of Birth: \_\_\_\_\_ Ethnicity: \_\_\_\_\_

Passport number: \_\_\_\_\_ Visa type/status: \_\_\_\_\_

Date of first entry into New Zealand: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

### Accommodation

Students attending Tirimoana School must live with a parent or legal guardian for the duration of their enrolment.

My child is living with me (parent/legal guardian)

**Legal Guardian Proof:** ( passport/ student birth certificate with named legal guardian) \_\_\_\_\_ -

<b>Address:</b>	New Zealand address	Home Country address
	_____	_____
	_____	_____
	_____	_____

### NZ Agent Details:

Agency name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact person: \_\_\_\_\_ Email: \_\_\_\_\_

### Length of enrolment:

Length of time International Students wishes to enrol for: From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

### Education:

Tirimoana School expects to be able to meet the learning needs of the student enrolled at the school.

Does the student have any special learning or behavioural needs?  Yes (if yes please describe below)  No

Level of English: Beginner Intermediate Advanced

Years of schooling in home country: \_\_\_\_\_ Proposed NZ Year Level: \_\_\_\_\_

### Details of the parents(s) with whom the student will be living in New Zealand:

	Relationship to Student: Mother/ Father	Relationship to Student: Mother/ Father
Family Name:	_____	_____
First name:	_____	_____
Date of birth:	_____	_____
Passport number:	_____	_____
Passport Expiry:	_____	_____
Visa Type/Status:	_____	_____
Expiry Date of visa:	_____	_____
Nationality:	_____	_____
NZ Phone:	_____	_____
Email:	_____	_____

### Contact details of parents/ next of kin in home country:

	Relationship to Student: Mother/ Father	Relationship to Student: Mother/ Father
Family Name:	_____	_____
First name:	_____	_____
Address:	_____ _____ _____	_____ _____ _____
Phone:	_____	_____
Email:	_____	_____

### Health:

Does the International Learner (named) have good health? YES NO

If No, please describe \_\_\_\_\_

Are there any health conditions/ issues we should be aware of? YES NO

If Yes, please describe \_\_\_\_\_

### Insurance:

Your child must have medical and travel insurance to cover the period of study, from leaving home to returning home. Please provide copies in English.

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

### General Information:

Briefly tell us about your child, e.g. interests, sports, music, cultural. If there is anything else we need to know about your child?

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## Declarations:

I have been informed about and received a summary of the Code of Practice for International Learners. <i>Refer to NZQA website for summary brochure of the code of Practice</i>	YES	NO
I have been informed about all costs involved with enrolment and the school's policy regarding fee protection and refunds.	YES	NO
I understand that International fees do not cover the cost of items/ services listed in number 8 of the tuition contract	YES	NO
I have read, understood and accept the Tirimoana School Tuition Contract.	YES	NO
I have received a copy of the School prospectus and policies relevant to International Learners and have read and understood them.	YES	NO
I have read, understood and accept the policies, rules and procedures regarding International Learners at Tirimoana School and agree to abide by them.	YES	NO
I have understood and accept that any disciplinary actions or processes taken by the School will be in accordance with the principles of natural justice	YES	NO
I agree that all disputes will be dealt with in accordance with New Zealand law.	YES	NO
I will inform the school if there are any changes to the details of this application.	YES	NO
I confirm all the information contained in this application is true and correct to the best of my knowledge and belief.	YES	NO

Signed by Parent: \_\_\_\_\_

Name of Parent: \_\_\_\_\_

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

## TUITION AGREEMENT

This document, including the International Learner Policy, forms the Tuition Agreement.

**Tirimoana School** agrees to provide tuition and pastoral care support (in accordance with the **Code of Practice for the Pastoral Care of International Learners**) for:

Name of International Learner: \_\_\_\_\_

For the period of: \_\_\_\_\_ commencing \_\_\_\_/\_\_\_\_/\_\_\_\_

Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

On behalf of the **Tirimoana School Board**.

Stamp:

Tuition fees are: \$ \_\_\_\_\_ per term or \$ \_\_\_\_\_ per annum  
(GST inclusive)

Period of Tuition: Start \_\_\_\_/\_\_\_\_/\_\_\_\_ Finish \_\_\_\_/\_\_\_\_/\_\_\_\_

Tuition fee: \$ \_\_\_\_\_ x \_\_\_\_\_ terms = \$ \_\_\_\_\_

Total payable: \$ \_\_\_\_\_

Received by: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Receipt of fees:      Term 1      Term 2      Term 3      Term 4

OFFICE USE ONLY		
Actions	Yes	No
Student passport photocopied		
Student visa/permit photocopied		
Parent(s) passport verified and photocopied		
Parent(s) visa photocopied		
Proof of residential address		
Medical and travel Insurance details checked and photocopied (in English)		
Informed parents of items/services not covered by Tuition fees - refer no 8 on Tuition contract		
<b>Copies given:</b>		
Code of Practice summary		
School Prospectus		
Polices:		
Refund & Fees Protection Policies		
Dispute Resolutions scheme information		
International Student Learner Complaints Policy		
Copy of signed contract to applicant		
Application approved		
Paid in full		
Receipt issued		
School enrolment form completed ( for enrolment folder)		

