



Student Exchange/Study Abroad Application for Admission

International Students

This application is for **International Students** wishing to apply as a **student exchange** or **study abroad** student only. If you are a New Zealand or Australian citizen or permanent resident of New Zealand do not use this form.

1 Personal details

Massey ID number (if known)

Title (tick appropriate circle) Mr Mrs Miss Ms

Surname or Family Name

Given or First Name(s)

Permanent Home Address

Correspondence Address (if different from Home Address)

Postal Code

Country

Telephone

Fax number

Email address

Emergency Contact Person (Next of Kin)

Name Relationship

Email address Telephone

Date of Birth Day Month Year Gender Male Female

Citizenship (as shown on passport)

Ethnic Group (if different from Citizenship)

Disability
Do you have any disability, impairment, long-term injury or chronic medical condition? Yes No
Please attach a statement about any equipment or support needs you may have.

2 Proposed Study Plan

Year of intended study Semester 1 (February) Semester 2 (July)

Duration of study One semester Two semesters

Level of intended study: Bachelor Degree Graduate Degree

Campus: Albany (Auckland) Palmerston North Wellington

3 Academic background

A Highest School qualification:

Institution	Country	Qualification	Last Year Enrolled

B Previous tertiary study:

Institution	Country	Qualification	Year
			to
			to
			to
			to

C Current Institution you are attending:

Name of Institution	Country	Degree	Major	Overall Grade Point Average

You are currently

Freshman/1st Year
Senior/4th Year

Sophomore/2nd Year
Master's Student

Junior/3rd Year
PhD Student

Please list any courses that you are enrolled in and which do not appear on your transcripts

Course Name	Semester

D English proficiency

Please indicate if English is your first language Yes No

If English is not your first language you are required to produce evidence of your English language proficiency.

I will sit/have sat an English language proficiency test (IELTS or TOEFL) Yes No

Date test taken/to be taken

Name of English test Result (if known)

I wish to receive information about Massey University English Language programmes Yes No

NOTE: Minimum English language requirements.

Undergraduate

- IELTS 6.0 overall band (no band less than 5.5) or
- TOEFL 550 (TWE 4.0) - paper based test
- (TOEFL 213 (essay rating 4.0) - computer based test)

Postgraduate

- IELTS 6.5 overall band (no band less than 6.0) or
- TOEFL 575 (TWE 4.0) - paper based test
- (TOEFL 232 (essay rating 4.0) - computer based test)

Copies of English language results are not acceptable. An original IELTS must be supplied or an official TOEFL result sent directly to the Massey University International Office from ETS.

4 Proposed Classes at Massey University

Because some advanced Massey papers (classes) require an appropriate academic background it is important to gain provisional acceptance for individual papers offered at Massey University prior to your arrival on campus. Please note that acceptance is automatic for most 100 level papers. Please specify your paper selection below, in order of preference. You will be permitted to enrol in a maximum of four papers per semester or 50 points of study, but it is helpful to list alternative choices. Please check that you meet the prerequisite requirements first before you select your classes. A current list of classes available can be found at <http://study.massey.ac.nz>

SEMESTER ONE (February)

Paper Code	Paper Name	Semester (S1 or Whole Year)
Example: 196.316	New Zealand Plant Ecology	S1

SEMESTER TWO (July)

Paper Code	Paper Name	Semester (S2)

Please note that amendments to your proposed programme can be made at Enrolment Approval once you have discussed your selected papers with academic staff. However, students must ensure that any papers taken at Massey, for credit to their Home University degree, have home university approval.

5 Enrolment Category

Please indicate how you plan to enrol at Massey University:

- A** As an Exchange student participating in a bilateral student exchange agreement existing between my college/university and Massey University.
(Please have the Exchange Coordinator from your college/university complete Section 6 - Nomination for Study Abroad or Exchange)
- B** As a Study Abroad student participating in an approved programme offered by a college/university where I am enrolled as a student.
(Please have your Study Abroad Advisor from your college/university complete Section 6 - Nomination for Study Abroad or Exchange)
- C** As a Study Abroad student participating in an approved programme at the college/university other than where I am enrolled, or through a Study Abroad placement organisation.

6 Nomination for Study Abroad or Exchange

This section must be completed by the Study Abroad Advisor or Exchange Administrator from the institution who is coordinating the application process to Massey University. (Only for enrolment categories listed in Section 5)

This is to certify that

has been nominated and approved to apply to Massey University as a: Study Abroad student

Exchange student (as part of a bilateral student exchange agreement with Massey University)

Write your name, position and contact details. (Offer of Admission to Massey University and academic transcripts will be sent to this address)

First name Surname

Position

Address

Telephone Fax Email

Signature

7 How will your study be financed?

Home Government Scholarship
Study Abroad
Official University Exchange
U.S. Federal Aid

Other (specify below)

8 Scholarships

Have you applied for a scholarship? Yes No

If yes, please name the scholarship

9 Declaration

I declare that:

- The information given in this application is true and correct, and I have not withheld any information that might impact on Massey University's consideration of my Application for Admission.

I understand that:

- Information about me may be used by officers and staff of the following organisations provided it is relevant to their duties: Massey University executives, staff and wholly owned subsidiary companies of the university, Massey University's Alumni Association, Students' Associations, Extramural Students' society and related Trusts, Ministry of Education (information will be supplied for statistical purposes only), Dept of Work and Income, Ministry of Foreign Affairs and Trade, Specialist Education Services, tribal trusts and scholarship providers (where financial support is given by these agencies), Other tertiary institutions that I am transferring to or from, or with which the University has a conjoint teaching arrangement in which I participate, New Zealand Teacher Registration Board and overseas employing agencies. Other agencies where disclosure is required for data matching to the maintenance of law and order, in accordance with the Privacy Act 1993;
- I have the right to see and correct the information, which I have provided;
 - Books, journals and other teaching materials made available to me by Massey University are for my own studies, and copying or using them for other purposes is an infringement of copyright;
 - Massey University's Policy on Intellectual Property will apply to my registration in research papers or programmes.

I authorise:

The use of my personal information (including photos) for purposes related to my studies and for the provision and improvement of services for students of the University. I understand that without this authorisation my enrolment application cannot proceed.

I solemnly promise to:

Obey the Regulations and Statutes of Massey University as published in the University's Calendar for the current year.

Massey University undertakes to protect the confidentiality of personal information in accordance with the provisions of the Privacy Act 1993.

Signature of Applicant

Date

10 Checklist

- A **certified/notarised** copy of my birth certificate or passport (including study permit if you have obtained it already).
- Officially translated and **certified/notarised** copies of all academic transcripts from all universities attended.
- Evidence of English language. Request for testing centre to send an official result directly to Massey University. Massey's institutional code for TOEFL is 9480.
- A disability statement about any equipment or support needs I may have (where applicable).
- A statement/essay of why I would like to study at Massey University.
- Application is signed and dated.

All copies of academic transcripts, graduation certificates and additional documentation must be officially translated and certified/notarised in English by the issuing institution, a notary public, a justice of the peace, a solicitor or a commissioner of oaths or University Students Records Officer. **All documents must have an official stamp and signature. Photocopies or facsimile documents are not acceptable.**

Source of Information

How did you first find out about Massey University?

Direct contact with Massey University
New Zealand Embassy/High Commission
Agent/Consultant (Education)

Internet
School/College
Advertisement

Family/Friends
Education Exhibition/Fair
Publications

Application deadlines *(Late applications may be considered on an individual basis)*

Semester 1 (February) Deadline: 1 November (the year before) Semester 2 (July) Deadline: 1 May

Return to: **International Programmes Co-ordinator, International Office, Massey University,**
Tennent Drive, Private Bag 11 222, Palmerston North, NEW ZEALAND

Telephone +64 6 350 5599, Facsimile: +64 6 350 5698, Email: studyabroad@massey.ac.nz, Website: www.massey.ac.nz

10/2005