

Application to Study



PRIVACY OF PERSONAL INFORMATION

The information you send us as part of this application process will only be looked at by the people who are involved in selecting students. We will treat your information as confidential in accordance with CPIT's Privacy Policy. (Refer to www.cpit.ac.nz for full privacy information.)

WHEN COMPLETED

Return this completed application form and any supporting documents to:

Name of Programme (Refer to programme brochure or www.cpit.ac.nz)

Name of School (Refer to programme brochure or www.cpit.ac.nz)

CPIT, PO Box 540, Christchurch 8140

1 PROGRAMME YOU ARE APPLYING FOR

Programme name:

Programme code: Programme level: (as per brochure, prospectus or www.cpit.ac.nz)

Specialisation or stream: (if applicable)

When do you intend to start your study: or Don't know

Will you be studying: Full Time Part Time (check programme information for availability)

2 PERSONAL DETAILS

Legal family name:

Legal first names:

Preferred first names:

Title: Miss Mrs Ms Mr Dr Date of birth: Gender: M F

Postal address:

City Postcode

Country: (if not NZ)

Telephone: Home Work Mobile

Email address:

Are you a NZ citizen or permanent resident? Yes No

If permanent resident, what is your country of citizenship?

Have you previously enrolled at CPIT? Yes No If YES, under what name?

3 ENTRY REQUIREMENTS

Refer to CPIT brochures or www.cpit.ac.nz for a list of specific entry requirements that must be met for your chosen programme of study.

A If you are **studying this year** complete the box below otherwise **attach a verified copy** of your results from any previous and **relevant** secondary and/or tertiary study or training which shows how you are meeting the entry requirements for this programme.

School/Tertiary Institution/ Training Provider	School Subject/Course Title	For school study only NCEA Details			For non-school study only Qualification/Programme of Study/Training Course (eg Certificate in...)
		Level	Credits	Year	

Note: You will need to ensure that you have the results for this study prior to the start of your programme. Attach additional pages if required.

Office Use Only

Date Rec'd _____ ID number _____



B Additional supporting documentation: Attach any other supporting documentation required for this programme as specified in the programme brochure and on www.cpit.ac.nz (eg CV, referee statement, personal statement, portfolio, letter of support from employer).

C English language requirements:

Is English your first language? Yes No

If NO, specify language: and attach **verified** copies of any English testing (eg IELTS, TOEFL) you may have.

Entry notes: If you believe you meet the academic, English or other entry requirements with alternative evidence (eg. work experience, other study or training), please contact us to assess your eligibility for this programme.

I would like information about Credit Recognition options towards this programme (eg Cross-Credit, RPL, etc).

4 PROOF OF IDENTITY

To be eligible for domestic student fees, the Ministry of Education requires that you provide proof of New Zealand citizenship or permanent residency prior to enrolment. Visit www.cpit.ac.nz or contact us for further information.

- I have attached a verified copy of my identification document (birth certificate, or passport, marriage certificate or deed poll for name changes).
- I will provide proof of identity prior to enrolment.
- Proof of identity already provided (if you have enrolled in assessed courses at any NZ tertiary institution since 2004 and have had no name changes).

5 HEALTH & DISABILITIES

Do you have any physical, medical or mental health issues, including addictions, that may affect your ability to fully participate in this programme or any related working environments?

Yes No If YES, give brief details:

We may contact you for further information.

6 DECLARATION

I declare that:

- to the best of my knowledge all of the information supplied on this application form is true and correct.
- any evidence of identity that I provide belongs to me.
- I authorise the use of my unique identifier with CPIT for admission and enrolment purposes when issued.
- I accept responsibility for all uses of my unique identifier and agree not to give my unique identifier or password to other people.

Signed

Date

7 CHECKLIST

Before sending your application, please check that:

- All sections of the form and any appendix forms have been filled in, including signing the declaration.
- A verified* copy of relevant proof of identity is attached or will be provided prior to enrolment (refer Section 4).
- A verified* copy of supporting previous study records is attached (refer Section 3).
- Additional documents required for your chosen programme of study are attached (refer to programme brochure or website). What specific additional documents have you attached?

Please list: **eg Portfolio**

Not supplying all information will cause delays in the processing of your application.

* Verified copy is a copy of the original document which has been signed as a true copy by a Justice of the Peace, barrister or solicitor or CPIT staff member designed with this authority.

8 NOTES