



MORRINSVILLE COLLEGE

International Student Application Form
and Contract of Enrolment



PART 1

Application for Enrolment

Please Note: It is important that the student includes all relevant information about himself/herself in this application. This information is used to ensure that the student is supported properly upon arrival and to match the student with a suitable homestay and courses. Where information is included relating to health issues or learning needs, disclosure of this information will not automatically disqualify the student from enrolment. However, failure to disclose information or providing misleading information may result in the withdrawal of an Offer of Place or termination of a Contract of Enrolment.

Student Information

Last Name: (As per your passport)	<input type="text"/>											
First Names:	<input type="text"/>											
Preferred Name:	<input type="text"/>											
Date of Birth:	Day	<input type="text"/>	<input type="text"/>	Month	<input type="text"/>	<input type="text"/>	Year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender:	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	Other	<input type="checkbox"/>						
Email:	<input type="text"/>											
Home address: (In home country)	<input type="text"/>											
	<input type="text"/>											
First Language:	<input type="text"/>											
Country of Citizenship:	<input type="text"/>											
Passport Number:	<input type="text"/>											
Passport Expiry Date:	Day	<input type="text"/>	<input type="text"/>	Month	<input type="text"/>	<input type="text"/>	Year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Enrolment Particulars

Intended Start Date:	Day	<input type="text"/>	<input type="text"/>	Month	<input type="text"/>	<input type="text"/>	Year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Intended End Date:	Day	<input type="text"/>	<input type="text"/>	Month	<input type="text"/>	<input type="text"/>	Year	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Year level you are enrolling for:	Y9	<input type="checkbox"/>	Y10	<input type="checkbox"/>	Y11	<input type="checkbox"/>	Y12	<input type="checkbox"/>	Y13	<input type="checkbox"/>	

Initialed By: (Parent) (Student)

Parent or Legal Guardian Information

Note: It is requirement of New Zealand regulations that schools must maintain effective communication with parents and legal guardians. To comply with the requirements, contact information provided in this section MUST be the contact information for one of the student's parents or a legal guardian.

Parent or Legal Guardian 1

Title:	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mr <input type="checkbox"/>	Dr <input type="checkbox"/>				
Last Name: (As per your passport)	<input type="text"/>								
First Names:	<input type="text"/>								
Relationship to Student:	<input type="text"/>								
Date of Birth:	Day <input type="text"/>	<input type="text"/>	Month <input type="text"/>	<input type="text"/>	Year <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Home Address: (In home country)	<input type="text"/>								
	<input type="text"/>								
Postal Address: (If different)	<input type="text"/>								
	<input type="text"/>								
Home Phone Number:	<input type="text"/>								
Mobile Phone Number:	<input type="text"/>								
Email Address:	<input type="text"/>								
First Language:	<input type="text"/>								

Parent or Legal Guardian 2

Title:	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mr <input type="checkbox"/>	Dr <input type="checkbox"/>				
Last Name: (As per your passport)	<input type="text"/>								
First Names:	<input type="text"/>								
Relationship to Student:	<input type="text"/>								
Date of Birth:	Day <input type="text"/>	<input type="text"/>	Month <input type="text"/>	<input type="text"/>	Year <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Home Address: (In home country)	<input type="text"/>								
	<input type="text"/>								
Postal Address: (If different)	<input type="text"/>								
	<input type="text"/>								
Home Phone Number:	<input type="text"/>								

Continued on next page

Initialed By: (Parent) (Student)

Parent or Legal Guardian Information (Cont.)

Note: It is requirement of New Zealand regulations that schools must maintain effective communication with parents and legal guardians. To comply with the requirements, contact information provided in this section MUST be the contact information for one of the student's parents or a legal guardian.

Parent or Legal Guardian 2

Mobile Phone Number:

Email Address:

First Language:

Emergency Contact Details (In home country, other than parent or legal guardian listed above)

Title:

Mrs

Ms

Miss

Mr

Dr

Last Name:

First Name:

Relationship to Student:

Home Phone Number:

Mobile Phone Number:

Email Address:

Agent Information (If using an agent)

Agent Name:

Contact Person:

Email Address:

Phone Number:

Continued on next page

Initialed By:

(Parent)

(Student)

Medical Information

Name of Doctor:

(In home country)

Name of Medical Practice:

(In home country)

Email Address:

Phone Number:

Vaccinations

Are the student's childhood immunisations up to date?

Yes

No

Note: A copy of an immunisation certificate may be requested when required.

Medical History

Does the student have any history of previous illness that may affect their enrolment, including mental illness?

Yes

No

If 'Yes' please provide details in English (attach additional pages if required).

Does the student have any of the following medical conditions? Please tick any that apply:

Asthma

HIV or Aids

Tuberculosis

Depression/Anxiety

Heart Condition

Back/Neck problems

Diabetes

ADD or ADHD

Bee/Wasp Sting Allergy

Epilepsy

Glandular Fever

Hepatitis A, B or C

Eating Disorder

Migraines

Allergies

Hepatitis/HIV

Other

If 'Yes' please provide details in English (attach additional pages if required).

Note: A copy of supporting medical certificate will be required in English.

Continued on next page

Initialed By:

 (Parent) (Student)

Medical Information (Cont.)

Medical Implants

Does the student have any medical implants (such as metal implants) that may affect receiving medical treatment while in New Zealand?

Yes

No

If 'Yes' please provide details in English (attach additional pages if required).

Medications

Is the student currently on any medication?

Yes

No

If 'Yes' please provide medical certificate(s) in English issued by your Doctor

Please Note: If you suffer from conditions requiring medication, it is advisable to bring your own medication to New Zealand. You will be required to notify the school regarding any medications that you bring with you.

Further Information

Is there anything further that the school needs to be aware of in enrolling and supporting the student as an international student?

Yes

No

If 'Yes' please provide medical certificate(s) in English issued by your Doctor

Consent

Do you consent to the school providing over-the-counter medication (such as acetaminophen, paracetamol or ibuprofen)?

Yes

No

If 'No' please specify what medications you do not want the student to receive:

Continued on next page

Initialed By:

(Parent)

(Student)

Learning History

How many years of schooling, not including pre-school education, has the student had?

Please Note: A copy of the latest two school reports for the student must be provided with this application.

Does the student have any learning or behavioural difficulties which may require extra school support or services?

Yes

No

If 'Yes' please provide details in English (attach additional pages if required).

Learning Goals

Please describe your learning goals for studying in New Zealand:

Initialed By: (Parent) (Student)

Schooling in New Zealand

Has the student previously applied for entry to Morrinsville College? Yes No

If yes, when? Day Month Year

Has the student ever had a family member or relative enrolled at Morrinsville College? Yes No

If yes, Name:

Year Attended:

Has the student previously studied at any other New Zealand school? Yes No

If yes, School Name:

Dates Attended: Start Date: Day Month Year

End Date: Day Month Year

Language Information

How long has the student studied English? Months Years

Do the student's parents speak English? Yes No

Do the student's parents read English? Yes No

Court Information

Has the student been convicted or been the subject of any matter before any Court? Yes No

If 'Yes' please provide details in English (attach additional pages if required).

Initialed By: (Parent) (Student)

Accommodation

Please tick preferred accommodation choice:

Homestay arranged by Morrinsville College

Homestay arranged by the agent

Designated caregiver (relative or family friend)

Live with parent

Please tick relevant interests:

Music

Movies/TV

Reading

Outdoor Activities

Sports

Other:

Does the student like children?

Yes

No

Does the student smoke?

Yes

No

Does the student like animals?

Yes

No

Would the student like to stay on a farm?

Yes

No

Is the student allergic to animals?

Yes

No

If 'Yes' please provide medical certificate(s) in English issued by your doctor.

Does the student have any food allergies or special dietary requirements?

Yes

No

If 'Yes' please provide details in English (attach additional pages if required).

Does the student have any other special requirements for accommodation?
(pets, cultural or religious requirements, phobias)

Yes

No

If 'Yes' please provide details in English (attach additional pages if required).

Do you have sister(s) and brother(s) whom you live with in your home country?

Yes

No

If 'Yes' please provide details in English (attach additional pages if required).

Initialed By:

(Parent)

(Student)

Please write a letter in English to your future homestay hosts, including what you would like to do with them during your time in New Zealand


Blank writing area for the letter.

Initialed By:

(Parent)

(Student)

Please attach some photos of you so that we can share them with your future homestay hosts



Initialed By:

(Parent)

(Student)

Designated Caregiver Details (If staying with a relative or close family friend)

Title:	Mrs <input type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mr <input type="checkbox"/>	Dr <input type="checkbox"/>
Last Name:	<input type="text"/>				
First Name:	<input type="text"/>				
Relationship to Student:	<input type="text"/>				
Home Phone Number:	<input type="text"/>				
Mobile Phone Number:	<input type="text"/>				
Email Address:	<input type="text"/>				
Home Address: (In New Zealand)	<input type="text"/>				
	<input type="text"/>				

Flight Information

Arrival Details

Arrival Date:	Day <input type="checkbox"/>	<input type="checkbox"/>	Month <input type="checkbox"/>	<input type="checkbox"/>	Year <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flight Number:	<input type="text"/>								
Flight Arrival Time:	<input type="text"/>								
Does the student require an airport shuttle service arranged by Morrinsville College when they arrive in New Zealand?	Yes <input type="checkbox"/>	No <input type="checkbox"/>							

Departure Details

Departure Date:	Day <input type="checkbox"/>	<input type="checkbox"/>	Month <input type="checkbox"/>	<input type="checkbox"/>	Year <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Flight Number:	<input type="text"/>								
Flight Departure Time:	<input type="text"/>								

Initialed By: (Parent) (Student)

Do you wish to purchase insurance through Morrinsville College?

Yes

No

Please Note: If you are providing your own insurance, please provide a copy of the policy details in English to the school once purchased

Guidelines for minimal cover of your Insurance

1. Health cover while in New Zealand

- Medical expenses incurred for the treatment of illness and/or injury (in excess of ACC cover) that requires surgery and/or hospitalisation – unlimited sum insured
- Medical evacuation related to serious illness and injuries – unlimited sum insured
- Emergency dental treatment
- Costs for family members' travel in the event that the student suffers a serious illness or injury

2. Repatriation, search and rescue

- Repatriation and expatriation in the event a student has to return home following an injury or illness which interrupts their study plans
- Return of mortal remains/funeral expenses - including travel costs for family members, repatriation of remains, and funeral costs
- Search and rescue operation to locate the insured

3. Travel into and out of New Zealand

- Missed flights or delays for travel into and out of New Zealand
- Medical expenses incurred for the treatment of an illness and injury incurred during the travel

4. Personal liability

- Negligence causing bodily injury (including death) of another person or loss of or damage to property
- False arrest and wrongful detention

Please also make sure that:

1. The insurance company that you are about to purchase your insurance policy from is a reputable and established insurer with a credit rating no lower than 'A' from Standard and Poors or B+ from AM Best
2. Your insurance company is able to provide services 24 hours a day, 7 days a week
3. If your original insurance policies are written in languages other than in English, please arrange a copy of your insurance policies translated into English. Alternatively, please provide written attestation from your insurance company that the insurance policy you purchased meets the minimum standards recommended by the guidelines above.

Initialled By:

(Parent)

(Student)



SCHOOL SUBJECTS

Core and Option Subjects

Please Note: Subject preferences in this application are an indication only and actual subjects will depend upon availability and prior learning. The school reserves the right to determine subject placement and year level throughout enrolment in consultation with students and families.

Year 9

Compulsary Subjects

All Year 9 students will study: English, Mathematics, Social Studies, Science, Physical Education, Health Education and Digital Technologies.

Option Subjects

Students take **three Options in Semester A** (Terms 1 and 2) and **three others in Semester B** (Terms 3 and 4). Choose **six options from this list by numbering 1, 2, 3, 4, 5, 6 in your order of preference.** However, if you choose Japanese OR Te Reo Māori, then only choose five options.

 Agricultural Science

 Drama

 Design Technology Metal

 Design Technology Wood

 Economic Studies

 Electronics

 Food Technology

 Japanese (Full-Year course)
(Only one language can be selected)

 Music

 Te Ao Māori/Te Reo Māori
(Full-Year course)
(Only one language can be selected)

 Visual Arts

Year 10

Compulsary Subjects

All Year 10 students will Study: English, Mathematics, Science, Social Studies, Physical Education & Health Education

Option Subjects

Students choose **three options** from the list below that run for their entire Year 10 year. Choose **three options from this list by numbering 1, 2, 3 in your order of preference.** However, if you choose Japanese OR Te Reo Māori, then only choose two options.

 Agricultural Science

 Digital Technology Computer Science

 Digital Technology Business

 Design Technology Metal

 Design Technology Wood

 Drama

 Economic Studies

 Electronics

 Food Technology

 Japanese (Full-Year course)
(Only one language can be selected)

 Music

 School Services Academy

 Te Ao Māori/Te Reo Māori
(Full-Year course)
(Only one language can be selected)

 Visual Arts

Initialed By:

(Parent)

(Student)

Year 11

Compulsary Subjects

All Year 11 students will study: English, Mathematics, Science and Physical Education.

Option Subjects

Students have the opportunity to study **three** of the options that run for their entire Year 11 year. Choose **five options (including two spare)**, from this list by numbering 1, 2, 3, 4, 5 in your order of preference.

<input type="checkbox"/> Accounting	<input type="checkbox"/> Economic Studies	<input type="checkbox"/> School Services Academy
<input type="checkbox"/> Agricultural Science	<input type="checkbox"/> Electronics	<input type="checkbox"/> Sports and Fitness
<input type="checkbox"/> Digital Technology Computer Science	<input type="checkbox"/> Geography	<input type="checkbox"/> Sports Studies
<input type="checkbox"/> Digital Technology Business	<input type="checkbox"/> History	<input type="checkbox"/> Te Reo Māori
<input type="checkbox"/> Design Technology Metal	<input type="checkbox"/> Home Economics	<input type="checkbox"/> Te Ao Māori
<input type="checkbox"/> Design Technology Wood	<input type="checkbox"/> Japanese	<input type="checkbox"/> Visual Arts
<input type="checkbox"/> Drama	<input type="checkbox"/> Music	

Year 12

Compulsary Subjects

All Year 12 students will study: English

Option Subjects

Students have the opportunity to study **five** of the options that run for their entire Year 12 year. Choose **eight options (including three spare)**, from this list by numbering 1, 2, 3, 4, 5, 6, 7, 8 in your order of preference.

<input type="checkbox"/> Accounting	<input type="checkbox"/> Economic Studies	<input type="checkbox"/> Physics
<input type="checkbox"/> Agri-Business	<input type="checkbox"/> Electronics	<input type="checkbox"/> Physical Education
<input type="checkbox"/> Agricultural Science	<input type="checkbox"/> Gateway	<input type="checkbox"/> School Services Academy
<input type="checkbox"/> Biology	<input type="checkbox"/> Geography	<input type="checkbox"/> Sports Studies
<input type="checkbox"/> Chemistry	<input type="checkbox"/> History	<input type="checkbox"/> Te Reo Māori
<input type="checkbox"/> Digital Technology Computer Science	<input type="checkbox"/> Home Economics	<input type="checkbox"/> Te Ao Māori
<input type="checkbox"/> Digital Technology Business	<input type="checkbox"/> Japanese	<input type="checkbox"/> Tourism
<input type="checkbox"/> Design Technology Metal	<input type="checkbox"/> Mathematics with Calculus	<input type="checkbox"/> Transition Studies
<input type="checkbox"/> Design Technology Wood	<input type="checkbox"/> Mathematics with Statistics	<input type="checkbox"/> Visual Arts
<input type="checkbox"/> Drama	<input type="checkbox"/> Music	

Initialed By: (Parent) (Student)



SCHOOL SUBJECTS

Core and Option Subjects

Year 13

Option Subjects

Students have the opportunity to study **five** of the options that run for their entire Year 13 year. Choose **eight** options (including three spare), from this list by numbering 1, 2, 3, 4, 5, 6, 7, 8 in your order of preference.

- | | | |
|---|--|--|
| <input type="checkbox"/> Accounting | <input type="checkbox"/> Economic Studies | <input type="checkbox"/> Physical Education |
| <input type="checkbox"/> Agri-Business | <input type="checkbox"/> Electronics | <input type="checkbox"/> School Services Academy |
| <input type="checkbox"/> Agricultural Science | <input type="checkbox"/> English | <input type="checkbox"/> Sports Studies |
| <input type="checkbox"/> Biology | <input type="checkbox"/> Gateway | <input type="checkbox"/> Te Reo Māori |
| <input type="checkbox"/> Business Studies | <input type="checkbox"/> Geography | <input type="checkbox"/> Te Ao Māori |
| <input type="checkbox"/> Chemistry | <input type="checkbox"/> History | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Classical Studies | <input type="checkbox"/> Home Economics | <input type="checkbox"/> Transition Studies |
| <input type="checkbox"/> Digital Technology
Computer Science | <input type="checkbox"/> Japanese | <input type="checkbox"/> Visual Arts |
| <input type="checkbox"/> Digital Technology Business | <input type="checkbox"/> Mathematics with Calculus | |
| <input type="checkbox"/> Design Technology Metal | <input type="checkbox"/> Mathematics with Statistics | |
| <input type="checkbox"/> Design Technology Wood | <input type="checkbox"/> Music | |
| <input type="checkbox"/> Drama | <input type="checkbox"/> Physics | |

Please Note: Subject preferences in this application are an indication only and actual subjects will depend upon availability and prior learning. The school reserves the right to determine subject placement and year level throughout enrolment in consultation with students and families.

Initialed By: (Parent) (Student)



PART TWO

Terms and Conditions

By signing below the Student, the School and the Parents or Legal Guardian agree to those terms and conditions. Please ensure the terms and conditions are read carefully.

Terms and Conditions

Definitions

1. For the purposes of this Agreement the following terms shall have the following meanings:

Accommodation means the residential accommodation provided to the Student.

Accommodation Agreement means the agreement between the Student, the School, the Parents, which governs the Student's accommodation arrangements.

Act means the Education Act 1989.

Agreement means this Agreement, including any schedules.

Application Form means the standard enrolment form which forms the cover page of this Agreement.

Code means the Education (Pastoral Care of International Students) Code of Practice 2016.

Designated Caregiver has the meaning as set out in the Code.

Disciplinary Action includes termination of this Agreement and suspension, expulsion and exclusion of the Student as those terms are defined in the Act.

Fee means fees payable by the Parents to the School as per the Fee Schedule.

Fee Schedule means the schedule of fees for Tuition, Accommodation and Miscellaneous Charges, which is available from the School on request and may be updated from time to time.

Homestay has the meaning as set out in the Code.

Legal Guardian means the person (or persons) who is legally the guardian of the Student in their home country and has the legal right to make decisions about their care, education and well-being. It can include parents, where they have the right to make decisions for the Student.

Offer of Place means a Confirmed Offer of Place and does not include any provisional offer.

Parent means the Student's biological or legally adoptive Parent. Except where the context requires

otherwise, references to Parents in this Agreement includes Legal Guardians and also includes a single Parent who has the sole right of guardianship in relation to the child.

Residential Caregiver has the meaning as set out in the Code.

School means the school referred to in the annexed Application Form.

Student means the Student referred to in the annexed Application Form.

Termination means termination of the Agreement and includes termination by the School expelling or excluding the Student.

Tuition means the education of the Student at the School.

Period of Enrolment means any period for which Fees are paid and for the purpose of this Agreement the enrolment of the Student begins on the course start date stated in the Student's Offer of Place and ends on the course end date stated in the Student's Offer of Place, or on such earlier date as the parties agree or the School terminates the Agreement pursuant to clause 24 or 26 of the Agreement.

Preliminary Provisions

2. The Agreement is declared to be an Enrolment Contract in terms of Section 2 of the Act.

3. The School shall provide Tuition to the Student in accordance with school policies, the Code, the Act and any other applicable laws, in return for the payment of the Fee.

Terms of Agreement

4. Unless otherwise agreed in writing between the parties, the School's responsibility for the Student commences on the first day of the Period of Enrolment and ends on the last day of the Period of Enrolment, or in the event that the Student's Tuition is terminated, on the date of termination. The parties agree that any period of time in which the Student is in New Zealand before or after the

Initialed By:

(Parent)

(Student)

Period of Enrolment will be at the risk of the Student and Parents/Legal Guardians and that the School will have no legal or moral responsibility for what occurs during this period unless otherwise agreed in writing.

5. Except in the circumstances described in clauses 6, 7 and 8, the conditions in this Agreement apply for the whole time that the Student is enrolled at the School during a Period of Enrolment. The Agreement may be renewed on application to the School in writing. Renewal of this Agreement is at the sole and absolute discretion of the School and is subject to satisfactory performance and attendance by the Student, the School making an Offer of Place for a further Period of Enrolment and the payment of Fees. For avoidance of doubt, should this Agreement be renewed the Period of Enrolment for the renewed term shall be that stated in the Offer of Place issued by the School to the Student in respect of the renewed term.

6. The School is not responsible for the Student if the Student chooses to leave New Zealand during the Period of Enrolment. Should the Student leave New Zealand during the Period of Enrolment other than as part of a School-organised trip the School's responsibility for the Student shall cease upon the Student's departure and resume upon the Student's returning to New Zealand.

7. This Agreement is deemed to be written consent from the Parent or Legal Guardian that the School is not responsible for the Student's day-to-day care where the student is in the custody of a Residential Caregiver who is a supervisor for the Student while the Student is in temporary accommodation and that supervisor is not a resident of New Zealand and is travelling with or accompanying the Student for the purpose of supervising them during the Period of Enrolment.

8. The School is not responsible for the Student's day-to-day care where the Student is in the custody of a person approved by the Parent or Legal Guardian as part of a handover of care arrangement during enrolment made in accordance with the Code.

9. During the Period of Enrolment the Student must keep the School reasonably informed of his or her whereabouts including without limitation if the Student intends to leave New Zealand during the Period of Enrolment.

Accommodation

10. The Parents and Student agree that no changes to accommodation arrangements will be made whatsoever without the prior written agreement of the School.

11. The Parents and the Student agree that this Agreement is subject to and conditional on the School being satisfied that the Student has appropriate accommodation arrangements in place and, where applicable, an Accommodation Agreement or Designated Caregiver Agreement being entered into by all relevant parties.

12. The Parents irrevocably authorise the principal of the School to advise the Residential Caregiver (whether

or not arranged through the school) of all matters and information required to be provided to the Parents and agree to appoint the Residential Caregiver in New Zealand to receive such information in substitution for the Parents.

Immigration and Insurance

13. The Parents and Student agree to comply with the immigration requirements as set out in the Immigration Act 2009, and any immigration conditions applicable to the Student's stay in New Zealand. The Parents and Student understand that the School has an obligation to report any breaches of the immigration requirements to the appropriate immigration authority.

14. The Student must maintain an up-to-date visa as stipulated by Immigration New Zealand.

15. The Parents agree that it is a condition of enrolment that the Student has current and comprehensive travel and medical insurance. Where insurance is not arranged by the School, the Parents will provide the School with evidence in English of the relevant insurance policy. If appropriate evidence is not provided, the School may organise insurance it considers appropriate and pass on this cost to the Student or Parents.

Fees

16. The Fee must be paid to the School in advance of each Period of Enrolment or as otherwise directed by the School. The Parents and the Student agree to comply with school policies regarding the payment of the Fee.

17. If Tuition is terminated by the School during a Period of Enrolment, in accordance with the Act and the Code, any refund of the Fee applicable to that Period of Enrolment will be assessed in accordance with the Refund Policy contained in Schedule Three, as updated by the school from time to time.

Information, Warranties and Acknowledgements

18. The Parents agree to provide the School with educational, medical, financial or other information relating to the well-being of the Student as may be requested from time to time by the School. If the Parents provide misleading information or fail to disclose information about the Student to the School, such that the School has to change or modify the level of Tuition or Accommodation required by the Student, the School may charge the Parents such fees as required to adequately compensate for such additional requirements. For avoidance of doubt, the obligation to disclose information continues during the term of this Agreement and the Parents and Legal Guardians are obliged to notify the School in respect of any changing conditions in relation to the Student.

19. The Student and the Parents confirm that:

- a.** The Student does not suffer from any medical condition or behavioural condition (including mental health conditions and allergies) that may negatively impact on the health, safety or education of the Student or any other student at the School, except

Initialed By:

(Parent)

(Student)

as disclosed in writing in the Application Form;

b. The Student does not have any medical or other special needs that require additional support, except as disclosed in writing on the Application Form;

c. The Student has never been charged with or convicted of any crime, or the subject of other proceedings before any court, except as disclosed in writing on the Application Form;

d. All information in the Application Form is true and correct to the best of their knowledge and belief.

20. The Parents and Student acknowledge that:

a. The School may obtain at any time from any person or entity any information it requires to process and/or accept the Student for admission to the School or to perform or complete any of the other purposes under this Agreement. The Parents and the Student authorise any such person to release to the School any personal information that person holds concerning the Student and/or Parents.

b. If the Student and/or Parents fail to provide any information requested in relation to the Student's admission to the School, the School may be unable to process the Student's application.

c. This Agreement is conditional at all times on the Student having accommodation in New Zealand which complies with the Code. If this condition is unable to remain fulfilled, then this Agreement will be at an end.

d. Personal information of the Student and/or Parents collected or held by the School is provided and may be held, used and disclosed to enable the School to process the Student's eligibility to receive Tuition at the School and Accommodation.

e. The Parents agree that where the Student lives in a School approved Homestay, this Agreement is subject to an Accommodation Agreement being entered into by the School and the Parents. Where the Student lives with a Designated Caregiver, this Agreement is subject to a Designated Caregiver Agreement being entered into by the School, the Parents and the Designated Caregiver. In either case, a breach by the Student of the Accommodation Agreement or of the Designated Caregiver Agreement will be deemed to be a breach of this Agreement.

f. All personal information provided to the School is collected and will be held by the School.

g. The Student and Parents have the right under the Privacy Act 1993 to obtain access to and request corrections of any personal information held by the School concerning them.

h. Under the Privacy Act 1993, any information collected may be provided to education authorities.

i. Information relating to the education, health, welfare or safety of the Student, may be released to relevant parties outside the School, at the discretion of the School.

j. Photographs and videos of the Student may be used for the Student's records and in any publicity material for the School, unless otherwise agreed in writing by the parties.

Consent

21. The Parents and the Student who have signed this Agreement irrevocably appoint and authorise the Principal of the School (or such other person as may be appointed by the School to carry out the Principal's duties) to:

a. Receive information from any person, authority, or corporate body concerning the Student including, but not limited to, medical, financial, educational or welfare information;

b. Provide consents that may be necessary to be given on the Student's behalf in the event of a medical emergency where it is not reasonably practicable to contact the Parents.

22. The School shall seek specific written consent of the Parents before the Student, being a student of any age, participates in any activity either organised by the School or by another party which is considered to be adventure activities or extreme sports or are activities that are organised by the School and require the Student to stay away from their regular accommodation overnight.

23. Except in the circumstances described in clause 22, this Agreement is deemed to be written consent of the Parents for any activity organised and/or supervised by the School, including trips and physical activities, regardless of whether consent is sought from domestic students in relation to the same activity.

24. Unless otherwise agreed in writing by the parties, this Agreement is deemed to be written consent for leisure travel or stays organised and supervised by the Student's Homestay or Residential Caregiver (where applicable), where the travel is within New Zealand for a period of not more than seven days and does not result in the Student missing any scheduled school days.

Conduct, Discipline and Termination

25. The Student will comply at all times with school policies, the Code and the Act, and the Parents shall work with the School to ensure such compliance. This includes, without limitation, compliance with the Code of Student Conduct which is annexed to this Agreement as Schedule One, including any amendments made by the School during the Period of Enrolment.

26. In the event of any breach of this Agreement by the Student or the Parents, the School may take any disciplinary step it considers appropriate, including terminating this Agreement, and/or suspending, excluding or expelling the Student and (if applicable) notify Immigration New Zealand of its decision to terminate the Agreement or to exclude or expel the Student.

27. Without limitation, the following actions shall be deemed to be breaches of this Agreement which may warrant disciplinary action:

a. Refusal by the Student to obey any reasonable

Initialed By:

(Parent)

(Student)

instruction given by any employee or officer of the School during the Period of Enrolment;

b. Any breach of the Code of Student Conduct by the Student;

c. Any breach of the Accommodation Agreement or Designated Caregiver Agreement by the Student or Parent;

d. Any act by the Student during the Period of Enrolment which creates a risk to the safety of any person;

e. Any act by the Student during the Period of Enrolment which jeopardises the education of any other Student;

f. Any breach of clauses 14 or 15 of this Agreement or of the warranties contained in clause 19 of this Agreement;

g. Failure to make payments pursuant to the Fee Schedule; and

h. Any other breach of this Agreement.

28. Where appropriate, the School will follow the process set out in the Disciplinary Policy which is annexed to this Agreement as Schedule Two when exercising its disciplinary powers pursuant to clause 26 of this Agreement, but nothing in this Agreement shall limit the power of the School to summarily terminate this Agreement or expel or exclude the Student for serious misconduct or to suspend the Student pending investigation if the School concludes that this step is necessary for the purpose of protecting the safety of any person, including the Student.

General Matters

29. No party to this Agreement is liable to the other for failing to meet its obligations under this Agreement to the extent that the failure was caused by an act of God or other circumstances beyond its reasonable control.

30. This Agreement shall be construed and take effect in accordance with the non-exclusive laws of New Zealand. In relation to any legal action or proceedings arising out of or in connection with this Agreement the Parents irrevocably:

a. Submit to the non-exclusive jurisdiction of the Courts of New Zealand; and

b. Agree that proceedings may be brought before any Court including any forum constituted under the Arbitration Act 1908 within New Zealand, and waive any objection to proceedings in any such Court or forum on the grounds of venue or on the grounds that the proceedings have been brought in an inconvenient forum.

31. Notices given under this Agreement must be in writing and given to the addresses set out in the Application Form. Those notices sent by post will be deemed to have been received ten (10) days after posting.

32. Notices may also be given by sending an email to the email addresses specified on the first page of this Agreement and will be deemed to have been received 12 hours after it has been sent.

33. This Agreement contains the entire understanding of the parties and overrides any prior promises, representations, understandings or agreements. The terms

of the Agreement may be changed by the School in consultation with the Student, and Parents, except where such change is required by New Zealand legislation or the Code. This Agreement shall continue in force during the Period of Enrolment with the School.

34. The School shall at all times comply with the Health and Safety at Work Act 2015.

35. Nothing in this Agreement limits any rights that the Parents or Student may have under the Consumer Guarantees Act 1993.

36. The parties acknowledge that prior to signing this Agreement, they have had the opportunity to seek independent legal advice in respect of its content and effect.

37. This Agreement may be executed in one or more counterparts, each of which when so executed and all of which together shall constitute one and the same Agreement. Delivery of executed counterparts may be delivered by email or through an Internet service set up for that purpose.

38. The parties agree that any dispute in relation to this Agreement will be resolved in accordance with the Code and the School Policies.

Initialed By:

(Parent)

(Student)

We declare that the information contained in this application is true and complete.

We understand that any false or incomplete information submitted in support of this application may invalidate this application and may result in the withdrawal of an Offer of Place.

We agree that we have received sufficient information to make an informed decision about enrolment at the School.

Key Terms: This Contract of Enrolment includes provisions:

- I. That allow the School to discipline the Student, including by expulsion
- II. That control and limit the Student's rights of refund when Enrolment ends early
- III. That require the Parents to make full disclosure of all relevant information and
- IV. That provide consent for the School to permit certain activities without further consent from the Parents.

This is an important legal document. Please read all clauses carefully.

By signing this agreement you confirm that all of the information in the application form is true and complete.

Parent(s) or Legal Guardian(s)

By signing below, the Parent(s) (as applicable) confirm that they have read the Agreement and agree to be bound by it in all respects: (please also initial each page of the Agreement, including the schedules)

Parent or Legal Guardian 1 First Name:

Parent or Legal Guardian 1 Last Name:

Signature

Date

Parent or Legal Guardian 2 First Name:

Parent or Legal Guardian 2 Last Name:

Signature

Date

Student

By signing below, the Student confirms he/she has read and understood the Agreement and agrees to abide by the Code, School Policies and (to the extent applicable) the Agreement: (please also initial each page of the Agreement, including the schedules)

First Name:

Last Name

Signature

Date

School

By signing below, the authorised signatory of the School confirms that they are authorised to sign on behalf of the School, and confirms that the School will be bound by the Agreement in all respects:

First Name:

Last Name

Signature

Date

Initialed By:

(Parent)

(Student)



OUR POLICIES

Schedule One

Code of Conduct (Schedule One)

Our school holds dearly to our **CLEAR (Contribute, Listen, Engage, Achieve, Respect)** principles and we expect our students to behave in keeping with these.

Morrinsville College is proud of the pastoral support systems we have in place to assist students with problems that arise at school or in the home environment. If a student misbehaves and does not keep to the school rules then each case will be considered on an individual basis and different strategies will be put in place according to the severity of the case.

By signing below you accept the responsibilities when enrolling as a student at Morrinsville College. All International Students will:

1. Comply with all the laws of New Zealand, including those relating to the consumption of alcohol, cigarettes and illegal substances
2. Abide by the school rules and those of the Homestay Programme
3. Be able to travel outside of Morrinsville if they fill out an 'away' form and special conditions are met, and only with the approval the International Director
4. Inform the International Director if wanting to drive a car or learn to drive while in New Zealand. The Director will check with parents, guardians, agents and homestays that permission is granted and suitable insurance is in place
5. Not be allowed to go flatting
6. Not be allowed to marry while in New Zealand
7. Not engage in any social or leisure activity that may place them in undue danger or risk of harm
8. Study to the best of their ability and respect the learning of others, their opinions and their property

Disciplinary Policy (Schedule Two)

The following is the School's current disciplinary policy for dealing with breaches of the Agreement. This is not intended to restrict the School's general power of discipline and this policy may be changed from time to time at the discretion of the School.

Overview

1. Except in serious situations where immediate termination of the Agreement is necessary, or where the breach does not warrant any formal response other than a warning, the School will endeavour, where appropriate, to follow a two-stage disciplinary process.
2. In Stage One, the School will investigate and determine the facts, and will reach a conclusion on what happened and whether it amounts to a breach of the Agreement.
3. In Stage Two, if the School has determined that a breach has occurred, the School will consider the appropriate response to that breach, up to and including termination of the Agreement.
4. The Student will have an opportunity to provide a response to the alleged breach that the School is investigating (*the Allegation*) and any proposed disciplinary action that the School is considering taking (*the Proposed Action*).
5. This policy does not limit the School's power to take appropriate disciplinary action urgently and without following this process if this is necessary having regard to the seriousness of the breach.
6. This policy also does not limit the School's power to stand-down or suspend the student for the duration of the disciplinary process where stand-down or suspension is considered necessary for the safety or education of any person.

Initialed By:

(Parent)

(Student)

Disciplinary Procedure

Stage One: Incident Investigation

1. When the School learns of any incident or any other thing that may be a breach of the Agreement or might otherwise warrant a disciplinary response, the School will notify the Student of the Allegation and will provide the Student with an opportunity to give a response.
2. Where appropriate, having regard to the seriousness of the Allegation, the Student will have the opportunity to respond either in person or in writing or both, at the choice of the Student. The School will receive this response and give it genuine consideration before making a decision about the Allegation.
3. When the School makes a decision about the Allegation it will advise the Student and Parent, in writing if possible, about its conclusion as to what happened and whether it amounts to a breach of the Agreement.

Stage Two: Outcome Discussion

1. If the School determines that a breach of the Agreement has occurred, it will advise the Student and Parent of the possible disciplinary actions that it will consider taking in response to the breach and will provide the Student and Parents with an opportunity to give a response.
2. Where appropriate, having regard to the seriousness of the breach, the Student and Parent will have the opportunity to respond either in person or in writing or both, at the choice of the Student. The School will receive this response and give it genuine consideration before making a decision about the disciplinary action to be taken.
3. When the School makes a decision about the disciplinary action that it will take in response to the breach it will advise the Student and Parents of its decision, in writing if possible. The disciplinary action will not take effect, and no actions will be taken to put it into place, until the Student and Parents have been advised of the decision.

Refund Policy (Schedule Three)

Request for a refund of international student fees

1. The School will consider all requests for a refund of international student fees. Requests should be made in writing to the School as soon as possible after the circumstances leading to a request.
2. A request for a refund should provide the following information to the School:
 - a. The name of the student
 - b. The circumstances of the request
 - c. The amount of refund requested
 - d. The name of the person requesting the refund
 - e. The name of the person who paid the fees
 - f. The bank account details to receive any eligible refund
 - g. Any relevant supporting documentation such as receipts or invoice.

Non-refundable fees

3. The School is unable to refund some fees. The following fees relate to expenses that the School may have paid or will incur as a result of receiving an application for enrolment and cannot be refunded:
 - a. **Administration Fee:** Administration fees meet the cost of processing an international student's application. Administration fees exist whether an application is accepted or not, or whether a student remains enrolled after an application is accepted.
 - b. **Insurance:** Once insurance is purchased, the school is unable to refund insurance premiums paid on behalf of the Student. Students and families may apply directly to an insurance company for a refund of premiums paid.
 - c. **Homestay Placement Fee:** Homestay placement

fees meet the cost of processing a request for homestay accommodation by the Student. Costs incurred for arranging homestay accommodation for the Student prior to the refund request cannot be refunded.

- d. **Used Homestay Fees:** Homestay fees paid for time the Student has already spent in a homestay cannot be refunded. Used homestay fees may also include a notice period of two weeks.
- e. **Portion of Unused Tuition Fees:** The School may retain a portion of unused tuition fees. Amounts retained will relate to costs that have been incurred or committed by the School and may vary.

Request for a refund for failure to obtain a study visa

4. If the Student fails to obtain an appropriate study visa, a refund of international student tuition fees will be provided less any Administration Fee that has been paid.

Requests for a refund for voluntary withdrawal from enrolment - withdrawal prior to enrolment

5. If the Student voluntarily withdraws prior to the start date of their enrolment, a refund of international student fees will be provided, less any relevant non-refundable fees set out in this policy.

Requests for a refund for voluntary withdrawal from enrolment - withdrawal after enrolment

6. If the Student withdraws on or after the start date of their enrolment, reasonable written notice of withdrawal is required by the school. Unless otherwise agreed by the School, a refund will be provided, less a minimum of ten weeks' tuition fee and any other relevant non-refundable fees as outlined in this policy.

Requests for a refund where the School fails to provide a course, ceases as a signatory or ceases to be a provider

7. If the School fails to provide the agreed course of

Initialed By: (Parent) (Student)

education, or is no longer a signatory to the Code, or no longer operates as an international education provider, the School will negotiate with the Student or their family to either:

- a. Refund the unused portion of international student tuition fees or other fees paid for services not delivered, or
- b. Transfer the amount of any eligible refund to another provider, or
- c. Make other arrangements agreed to by the student or their family and the school.

Where the Student's enrolment is ended by the School

8. In the event the Student's enrolment is ended by the School for a breach of the Contract of Enrolment, the School will consider a request for a refund less:

- a. Any non-refundable fees set out in this policy
- b. Ten weeks' tuition fee
- c. Any other reasonable costs that the school has incurred in ending the Student's enrolment

Where the Student changes to a domestic student during the period of enrolment

9. If the Student changes to a domestic Student after the start date of their enrolment, reasonable written notice of the change is required by the School. Unless otherwise agreed by the School, a refund will be provided less a minimum of ten weeks' tuition fee and any other relevant non-refundable fees as outlined in this policy.

Where a student voluntarily requests to transfer to another signatory

10. If the Student requests to transfer to another signatory after the start date of their enrolment, reasonable written notice of the transfer is required by the School. Unless otherwise agreed by the School, a refund will be provided less a minimum of ten weeks' tuition fee and any other relevant non-refundable fees as outlined in this policy.

Request for a refund of homestay fees

11. If for any reason, the Student withdraws after the start date of their enrolment, any unused homestay fees will be refunded, less any relevant non-refundable fees set out in this policy.

12. Where a Student moves from a school homestay and requests a refund of any unused homestay fees, these will be refunded less any non-refundable fees set out in this policy.

Requests for a refund of fees unused at the end of enrolment

13. Except by written request from parents, prepaid fees unused at the end of enrolment amounting to less than NZD\$50 will be refunded to the Student in cash. Sums of NZD\$50 or greater will be refunded into a nominated bank account.

Outstanding activity fees or other fees

14. Any activity or other fees incurred by the Student during enrolment and owed to the School at the time of withdrawal, will be deducted from any eligible refund.

Refunds to be made to the country of receipt

15. Unless otherwise agreed in writing, all eligible refunds of fees of NZD\$1,000 or more received from outside of New Zealand will be refunded to a nominated bank account in the source country.

Rights of families after a decision regarding a refund has been made by the School

16. A decision by the School relating to a request for a refund of international student fees will be provided to the Student or family in writing and will set out the following information:

- a. Factors considered when making the refund decision
- b. The total amount to be refunded
- c. Details of non-refundable fees.

17. The Student and their family has the right to take a grievance to the Code Administrator or Disputes Resolution Scheme in the event that they are dissatisfied with a refund decision made by the School.

Initialed By:

(Parent)

(Student)



PART THREE

Accommodation Agreement

Please complete the International Student Accommodation Agreement only if the Student will be living in a school approved homestay while enrolled at the school.

International Student Accommodation Agreement

Terms and Conditions:

1. For the purposes of this Agreement the following terms shall have the following meanings:

Accommodation means the residential accommodation provided to the Student pursuant to this Agreement.

Accommodation Requirements means the rules and requirements of the Accommodation as set out in Schedule One of Part Three.

Agreement means this Accommodation Agreement between the Student, School, and Parents which governs the Student's Accommodation arrangements.

Application Form means the standard enrolment application form.

Code means the Education (Pastoral Care of International Students) Code of Practice 2016 as updated from time to time and available online at www.legislation.govt.nz under Education (Pastoral Care of International Students) Code of Practice 2016.

Contract of Enrolment means the Agreement between the Student, the School and the Parents which governs the Student's Tuition.

Homestay has the meaning as set out in the Code.

Parents means the Parents referred to in the Application Form.

Residential Caregiver means the person responsible for the Student at the Accommodation.

Residential Caregiver Agreement means an agreement between the School and the Residential Caregiver.

School means the school referred to in the Contract of Enrolment.

Student means the International Student residing at the Accommodation as referred to in the Application Form.

Tuition means the education of the Student at the School.

All other terms have the same meaning as in the Contract of Enrolment.

2. The School is a signatory to and complies with the Code. Unless living with a Parent, every International Student is required to reside at an Accommodation approved by the School using the process set out in the Code.

3. The Parents and Student agree to adhere to the following terms and conditions of the Accommodation:

a. The School agrees that all information regarding the Residential Caregiver, the Parents and the Student relating to the Accommodation will be kept confidential, except disclosure:

i. To the Student, the Parents or Residential Caregiver (as the case may be);

ii. To any professional consultant or such person where it is in the interests of the Student to provide the information;

iii. Pursuant to any statutory or other legal duty.

b. The Parents agree that if behaviours or conditions of the Student emerge after placement with a Residential Caregiver such that the Residential Caregiver is unable to provide the level of accommodation or care required for the safety and well-being of the Student, the School may terminate this Agreement.

c. The Parents or the Student have the right under the Privacy Act 1993 to obtain access to and request corrections of any personal information held by the School concerning them in relation to the Student's placement with a Residential Caregiver. Under the Privacy Act 1993, any information collected may be provided to education authorities.

d. These terms and conditions may be varied by the School (acting reasonably) upon reasonable notification from time to time and will continue to apply until notified otherwise.

4. If the Parents provide misleading information or fail to disclose information about the Student prior to placement with the Residential Caregiver and during the term of the Homestay the School may (in its sole discretion):

a. Charge the Parent such fees as required to adequately compensate for additional requirements

Initialed By:

(Parent)

(Student)

International Student Accommodation Agreement (Cont.)

due to providing misleading information or the lack of disclosure; or

b. Terminate this Agreement.

5. The initial appointment and ongoing engagement of the Residential Caregiver is subject at all times to:

a. The Residential Caregiver and the School entering into a Residential Caregiver Agreement; and

b. The School's usual requirements and policies in relation to the Accommodation.

6. The School will ensure that to the best of its ability:

a. The Accommodation provides a safe, positive and healthy environment for the Student and complies with the Code;

b. The Residential Caregiver's appointment has not involved any form of gift (financial or otherwise) to or from a third party;

c. The appointment of the Residential Caregiver does not represent any actual or perceived conflict of interest, and that any possible conflict of interest has been notified to the School;

d. The Residential Caregiver will take all reasonable steps to ensure the Student's compliance with New Zealand laws (including, where appropriate, informing the Student of such laws), and will immediately report any possible legal breach to the School; and

e. The Student only engages in lawful, responsible and positive recreational activities outside of School.

7. Unless otherwise agreed in writing by the parties, the Parents provide consent to the Student's Homestay or Residential Caregiver (where applicable) for the Student to undertake supervised leisure travel and overnight stays within New Zealand for a period of not more than seven days where the leisure travel or stay does not involve the Student participating in any adventure activities or extreme sports or result in the Student missing any scheduled school days.

8. The School will seek specific written consent from the Parents for leisure travel or overnight stays of more than seven days or which results in the Student missing any scheduled school days.

9. The Student shall seek specific written consent from the School before the Student, being a Student of any age, participates in any activities while in the care of the Student's Homestay or Residential Caregiver (where applicable) which are considered to be adventure activities or extreme sports. The School shall only give such Consent where approved by the Parents in terms of the Contract of Enrolment.

10. The School may take such measures as it considers appropriate (acting reasonably) to monitor compliance with the Code. This may include, without limitation, regular check-ins with both the Student and the Residential Caregiver.

11. Unless otherwise agreed in writing, the Student will be entitled to commence their Homestay at the Accommodation 5 days prior to the Period of Enrolment

(as that term is defined in the Contract of Enrolment) commencing, and 5 days following the end date of the Period of Enrolment (as that term is defined in the Contract of Enrolment). Should this Agreement be terminated prior to the expiry of the Period of Enrolment the Student will be required to vacate the Accommodation immediately. The School may, at its sole discretion, and without any obligation on it to do so, extend the time for the Student to vacate the Accommodation. Any such extension shall be given in writing and shall be without prejudice to the School's right to later insist that the Student immediately vacate the Accommodation.

Expectations

12. The Student will comply at all times with the Accommodation Requirements and the Parents shall work with the School to ensure such compliance.

13. In the event that the Student is removed from a Residential Caregiver for any reason, the School will take all reasonable steps to source, over a reasonable period of time (as determined by the School in its absolute discretion), appropriate alternative approved Accommodation for the Student.

14. The Student will treat the Accommodation with due care and respect and the Student is liable for costs associated with repairing any damage caused to the Accommodation by the Student. For avoidance of doubt, the School is not responsible for any damage caused to the Accommodation by the Student.

Fees

15. The Parents must pay all accommodation fees to the School in accordance with the School's fee schedule as defined in the applicable Contract of Enrolment.

Termination

16. The School reserves the right to terminate this Agreement if the Student is in breach of the Accommodation Requirements.

17. If the Student is suspended, expelled or excluded from the School, the parties agree that this shall constitute a breach of the Accommodation Requirements and this Agreement may be terminated as a consequence.

18. Where this Agreement is terminated, fees may be refunded in accordance with School Policies.

General

19. This Agreement shall be construed and take effect in accordance with the non-exclusive laws of New Zealand. In relation to any legal action or proceedings arising out of or in connection with this Agreement, the Parents irrevocably:

a. Submit to the non-exclusive jurisdiction of the Courts of New Zealand; and

b. Agree that proceedings may be brought before any Court including any forum constituted under the Arbitration Act 1908 within New Zealand, and waive any objection to proceedings in any such Court or forum on the grounds of venue or on the grounds that the

Initialed By:

(Parent)

(Student)

International Student Accommodation Agreement (Cont.)

proceedings have been brought in an inconvenient forum.

20. Notices given under this Agreement must be in writing and given to the addresses set out in the Application Form. Those sent by post will be deemed to have been received ten (10) days after posting. The Parties agree that email correspondence is a suitable means of communication and emails will be deemed to have been received when acknowledged by the party or by return email.

21. This Agreement contains the entire understanding of the parties and overrides any prior promises, representations, understandings or agreements.

22. The parties acknowledge that prior to signing this

Agreement, they have had the opportunity to seek independent legal advice in respect of its content and effect.

Disputes

23. The parties agree that any dispute in relation to this Agreement will be resolved in accordance with the Code and the School Policies.

24. Agreement may be executed in one or more counterparts, each of which when so executed and all of which together shall constitute one and the same Agreement. Delivery of executed counterparts may be delivered by email or facsimile transmission

Accommodation Requirements (Schedule One)

While living in a School approved Homestay, the Student agrees:

- 1.** To comply with all laws of New Zealand.
- 2.** Not to engage in any social or leisure activities that may place them, or other persons, in undue danger or risk of harm. This includes the Student putting himself/herself in a position which may give rise to suspicions or allegations of such activities.
- 3.** To obtain written permission from Parents and the School prior to obtaining any tattoo, piercing or other bodily embellishments.
- 4.** To comply with all Homestay rules, expectations and curfews set by the School and Homestay parents, including without limitation any policies of the School which apply.

5. To not use or do anything which may cause damage to the Accommodation, including without limitation applying hair dyes, or smoking cigarettes or engaging in any other activity that may cause damage to the Accommodation.

6. To keep the Homestay parents informed of their whereabouts at all times.

7. To stay at the Homestay address daily and not to travel overnight outside of the town or city (as defined by the School) where the student is living without prior written permission of the School. This clause shall not prevent the Student from travelling between the Homestay and the School.

8. To respect the privacy, values and property of the Homestay.

Initialed By:

(Parent)

(Student)

Parent or Legal Guardian 1

By signing below, the Parents confirm that they have read the Agreement and agree to be bound by it in all respects (initial each page):

First Name:

Last Name

Signature

Date

Parent or Legal Guardian 2

By signing below, the Parents confirm that they have read the Agreement and agree to be bound by it in all respects (initial each page):

First Name:

Last Name

Signature

Date

Student

By signing below, the Student confirms that he/she has read and understood the Agreement and agrees to abide by the Code, the School Policies and (to the extent applicable) the Agreement:

First Name:

Last Name

Signature

Date

School

By signing below, the authorised signatory of the School confirms that they are authorised to sign on behalf of the School, and confirms that the School will be bound by the Agreement in all respects:

First Name:

Last Name

Signature

Date

Initialed By:

(Parent)

(Student)



PART FOUR

Designated Caregiver Agreement

International Student Designated Caregiver Agreement

Please complete the International Student Designated Caregiver Agreement only if the Student will be living with a Designated Caregiver while enrolled at the school.

This is an agreement between the Parent(s), the Designated Caregiver and the School (the **Agreement**).

School Name:	<input type="text"/>	(The School)
Student Name:	<input type="text"/>	(The Student)
Mother's Name:	<input type="text"/>	(Together the Parents , each a Parent)
Father's Name:	<input type="text"/>	(Together the Parents , each a Parent)
Name of relative or close family friend:	<input type="text"/>	(The Designated Caregiver)
Address:	<input type="text"/>	
	<input type="text"/>	
	<input type="text"/>	(The Residence)

Agreements:

1. The Student and the Parents are parties to a Contract of Enrolment with the School. All definitions contained in that Contract of Enrolment are deemed to form part of this Agreement so far as they are relevant.
2. The Parents agree that the Designated Caregiver will provide residential care for the Student while enrolled as an International Student at the School.
3. The School has provided, and the Designated Caregiver has read and understood, the sections of the Education (Pastoral Care of International Students) Code of Practice 2016 (the Code) relevant to residential caregivers and the School's Information for Designated Caregivers and agrees to act as Designated Caregiver to the Student in accordance with these requirements.
4. The School agrees that all information regarding the Designated Caregiver relating to the Agreement will be kept confidential, except disclosure to the Student or their parents or their legal guardians, to any professional consultant or such person where it is in the interests of the Student to provide the information or pursuant to any statutory or other legal duty.
5. Approval is required from the School prior to the Student's placement with the Designated Caregiver.
6. The Designated Caregiver agrees that approval will be provided only after appropriate safety and other checks have been completed by the School in accordance with the Code and school policies.
7. Failure by the Designated Caregiver to provide the residential care required by the School and the Code may result in the school's approval of the Designated Caregiver being withdrawn.
8. In the event that the school withdraws its approval of the Designated Caregiver, the Agreement is terminated and the Student will be placed in alternative accommodation approved by the School at the full cost and expense of the Parents.
9. The School may take such measures as it considers appropriate (acting reasonably) to monitor and review the quality of residential care by the Designated Caregiver and this may include, without limitation, regular visits to the Designated Caregiver and meetings with both the Student and the Designated Caregiver.
10. The Designated Caregiver will provide the School with fourteen (14) days' prior notice of any change in circumstances that may affect the Agreement. This includes any change of Residence or any change to the number

Initialed By: (Parent) (Student)

International Student Designated Caregiver Agreement

of adults over eighteen (18) years of age living at the Residence.

11. The Parent(s) agree that the School is not responsible for the Student's care while in the care of the Designated Caregiver.

12. The Student will treat the accommodation provided by the Designated Caregiver ("Accommodation") with due care and respect and the Student is liable for costs associated with repairing any damage caused to the Accommodation by the Student. For avoidance of doubt,

the School is not responsible for any damage caused to the Accommodation by the Student.

13. The parties agree that any dispute in relation to this Agreement will be resolved in accordance with the Code and the School's policies.

14. This Agreement may be executed in one or more counterparts, each of which when so executed and all of which together shall constitute one and the same Agreement. Delivery of executed counterparts may be delivered by email or facsimile transmission.

By signing this agreement the Student, the Parent/s and the Designated Caregiver declare that the Designated Caregiver is eligible to be a Designated Caregiver under the Code (being someone who is personally known to the Student and/or Parent(s) as a relative or close friend and meets the other requirements of the Act and the Code)

Parent or Legal Guardian 1

By signing below, the Parent(s) confirm that they have read the Agreement and agree to be bound by it in all respects: (please initial each page)

First Name:

Last Name

Signature

Date

Parent or Legal Guardian 2

By signing below, the Parent(s) confirm that they have read the Agreement and agree to be bound by it in all respects: (please initial each page)

First Name:

Last Name

Signature

Date

Designated Caregiver

By signing below, the Designated Caregiver confirms they have read the Agreement and agrees to be bound by it in all respects:

First Name:

Last Name

Signature

Date

School

By signing below, the authorised signatory of the School confirms that they are authorised to sign on behalf of the School and confirms that the School will be bound by the Agreement in all respects:

First Name:

Last Name

Signature

Date

Initialed By:

(Parent)

(Student)



MORRINSVILLE COLLEGE

Application for Enrolment

Form Submission

We strongly recommend that you have an agent. Agents are able to advise and support you, and help with translation for you and your family. If you do not have an agent, please contact us at international@morrcoll.school.nz and we can suggest an agent for you.

Submission to an agent: If using an agent please save this completed enrolment form and then attach it to an email to send this form directly to them.

Submission to the school: When submitting this form directly to the school, this PDF will automatically attach to an email when the 'Submit Form' button below is clicked. Please put your Child's name in the Subject Line before sending. If you wish to keep a completed copy of this form, please save it to your computer once finished.

Checklist - Please attach with the application the following information if applicable (in English):

- A copy of the student's current passport and visa
- A copy of immunisation certificate/vaccination record
- A copy of the latest two school reports for the student
- A copy of any supporting medical certificates
- If you are providing your own insurance, please provide a copy of the policy details

Submit Form

Initialed By: (Parent) (Student)



A: PO Box 325, Morrinsville, 3340 New Zealand

P: +64 7 889 8308

E: office@morrcoll.school.nz

WWW.MORRCOLL.SCHOOL.NZ