



Faith Bible College
Tauranga, New Zealand

ENROLMENT FORM 2017

For Enrolling Students to Complete

+64 7 544 2463

www.fbc.ac.nz

registrar@fbc.ac.nz

STUDENT ENROLMENT FORM 2017

This portion is for office use only

NAME: _____

STUDENT NUMBER / IES: _____

PLEASE READ THE INSTRUCTIONS BELOW CAREFULLY BEFORE YOU COMPLETE THIS ENROLMENT FORM

The purpose of this enrolment is to obtain from you the information we need to enrol you into a programme at Faith Bible College. We also need to collect information from you which is required by the Ministry of Education and other Government agencies for statistical and registration purposes. Please fill in the form properly by:

- Completing all sections of the form. Please ensure that you answer **EVERY** question on this form.
- Printing your answers clearly in pen, or by ticking the box that applies for multi-choice questions.
- Signing the form (inside back page).
- Attaching to the form additional documentation that is required for Ministry of Education funding purposes. A description of the required documentation is provided on the last page of the form. If original documents are sent with your application, these will be returned to you once they have been sighted and copied by the College.
- Ensuring the Pastor's Reference form is handed to your Pastor to be filled in and returning it to us with your application.
- Getting your Doctor to fill in the enclosed Medical Requirement Form and returning to us with your application.
- Enclosing a recent character reference from a responsible person who has known you for at least one year and is not a family member.
- Enclosing the Registration fee of \$NZD 100.00 per student.
- Enclosing two passport photos.

For international students, additional information is required, please also complete the "Application to Enrol as an International Student" form. Contact the Registrar if you have any questions.

Please note that your name, date of birth and residency as entered on this enrolment will be included in the National Student Index (NSI), and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information, please see www.nsi.govt.nz/ima

SECTION A: QUALIFICATION

1. PLEASE TICK THE QUALIFICATION YOU WISH TO ENROL IN FOR 2016:

(Please select **ONE ONLY** of either the Certificate **OR** Diploma course)

Office use

CERTIFICATE IN MINISTRY DEVELOPMENT

Full-time Part-time / Selected Studies

Qualification Start Date

February July September

DIPLOMA IN CHRISTIAN MINISTRY

Full-time Part-time / Selected Studies

Qualification Start Date

February July

2. HAVE YOU STUDIED AT FAITH BIBLE COLLEGE BEFORE?

Yes No

3. IF YOU KNOW YOUR NSN (National Student Number), PLEASE WRITE IT HERE:

NSN

If you answered **Yes** to question 2, you **MUST** fill in this section

4. IF STUDYING PART-TIME, PLEASE ENTER THE NAME(S) OF THE COURSES YOU WISH TO STUDY IN 2016.
From this we will create a “Path of Study Agreement” for you.

IF SELECTING A FULL-TIME COURSE, YOU WILL BE SUPPLIED WITH A “PATH OF STUDY AGREEMENT” LISTING THE SUBJECTS FOR YOUR STUDY PROGRAMME AFTER YOUR APPLICATION HAS BEEN PROCESSED.

SECTION B: PERSONAL DETAILS

5. PRINT YOUR FULL LEGAL NAME: _____ *last name* _____ *given name(s)*

6. PREFERRED FIRST NAME: _____

PREVIOUS NAME(S) KNOWN BY: _____

7. IF YOU HAVE PREVIOUSLY ENROLLED UNDER ANOTHER NAME, WHAT WAS THAT NAME? Does Not Apply

8. PREFERRED TITLE: *Ms* *Miss* *Mrs* *Mr* **Other:**

9. CONTACT DETAILS

Home Address:

<i>Street Address</i>
<i>Suburb</i>
<i>Town/City</i>
<i>Postcode</i>
<i>Email</i>
<i>Phone</i>
<i>Mobile</i>

Postal Address: *(If different from home address)*

<i>Street Address</i>
<i>Suburb</i>
<i>Town/City</i>
<i>Postcode</i>

10. ADDRESS WHILE STUDYING: *(If different from home address)*

<i>Street Address</i>
<i>Suburb</i>
<i>Town/City</i>
<i>Postcode</i>

OR Tick here if you will be living on campus while studying
 I will be living on campus

SECTION B: PERSONAL DETAILS

11. DATE OF BIRTH: day / month / year 12. GENDER: Male Female

13. ARE YOU: Single Married Engaged Other: specify

14. DISABILITY:
Do you live with the effects of significant injury, long-term illness, or disability? The information you supply is confidential. (Not compulsory) Yes No

If Yes, please specify

15. NEXT OF KIN:
NAME: _____ PHONE NUMBER: () _____
Relationship to you: _____

16. PLEASE SPECIFY A YEAR FOR THE FOLLOWING (If Applicable)
Christian Commitment _____ Water Baptism _____
Holy Spirit Baptism _____

17. WHAT CHURCH DO YOU ATTEND?
Church Name: _____
Church Pastor: _____
Church Address: _____

18. STATE THE CAPACITY IN WHICH YOU SERVED THE CHURCH:

19. WILL YOU BE LIVING ON CAMPUS? (If yes, please fill out the accommodation Form) Yes No

20. What is your spouse's full name? _____ Not Applicable (go to Question 22)
Will your spouse be living on campus? Yes No Not Applicable
Will your spouse also be a student at Faith Bible College Yes No Not Applicable

21. WILL YOU HAVE CHILDREN LIVING WITH YOU AT FAITH BIBLE COLLEGE? Yes No Not Applicable

Name	Birthdate	M	F	Name	Birthdate	M	F
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>
_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>

22. HOW ARE YOU INTENDING TO MEET THE TERM'S EXPENSES?
 StudyLink Student Loans (NZ Students only) Personal Savings
 StudyLink Student Allowance (NZ Students only)

23. What vision and/or plans do you currently have concerning areas of work (career intentions), ministry, further study, general employment, Christian or humanitarian service after you have completed studies in the programme you are applying for? *(Please seek to summarise them in about thirty words)*

SECTION C: ACADEMIC AND VOCATIONAL INFORMATION

24. PRIOR ACTIVITY:

What was your MAIN activity or occupation in New Zealand at 1st October last year? You may tick only one box.

- | | |
|---|--|
| <input type="checkbox"/> Secondary School Student | <input type="checkbox"/> Non-employed or beneficiary (excluding retired) |
| <input type="checkbox"/> Wage or Salary Worker | <input type="checkbox"/> Self-Employed |
| <input type="checkbox"/> University Student | <input type="checkbox"/> Polytechnic Student |
| <input type="checkbox"/> House-person or retired | <input type="checkbox"/> Overseas (Irrespective of occupation) |
| <input type="checkbox"/> Private Training Establishment Student | <input type="checkbox"/> Wananga Student |

25. SECONDARY SCHOOL:

What was the name of the last secondary school you attended? *(State 'overseas' if applicable)*

What was your last year of secondary school?

Year

What is the highest level of achievement you hold from a SECONDARY school? Your highest achievement may be a 'traditional' award such as School Certificate, or you may have achieved a number of credits or a National Certificate at a certain level on the National Qualifications Framework. Your NZQA Record of Learning shows you how many credits you have. Tick only one box.

- No Formal Secondary Qualification
- 14 or More Credits at Any Level
- NCEA Level 1 or School Certificate
- NCEA Level 2 or Sixth Form Certificate
- University Entrance
- NCEA Level 3 or Bursary or Scholarship
- Overseas Qualification (Includes International Baccalaureate & Cambridge Exams)
- Other
- Not Known

Please Specify if 'Overseas Qualification' or 'Other'.

26. TERTIARY STUDY:

Will this be the first year you have enrolled in a University, Polytechnic, College of Education, Private Training Establishment, or Wananga either in New Zealand or overseas since leaving school?

(Do not include enrolment in STAR, community or hobby classes)

Yes No

If you answered 'No,' please enter the name of the organization you studied at and the year of your first enrolment:

Name: _____ Year

What year do you expect to complete the academic requirements of your course/s in order to graduate with your qualification?

Year

27. POST-SECONDARY SCHOOL QUALIFICATION / OTHER COURSES

Do you currently hold an Undergraduate (Certificate or Diploma course, Graduate, Post-Graduate degree or Trade) Certificate? Please provide details.

(If applying for entry into the Diploma in Christian Ministry, attach copies of transcripts and/ or diplomas)

Course Name	Training Centre	Year
_____	_____	_____
_____	_____	_____
_____	_____	_____

SECTION D: ETHNICITY

28. WHICH ETHNIC GROUP(S) DO YOU BELONG TO?

You may tick up to three boxes which apply to you.

- | | | |
|--|--|---|
| <input type="checkbox"/> NZ European / Pakeha (111) | <input type="checkbox"/> Polish (124) | <input type="checkbox"/> Sri Lankan (441) |
| <input type="checkbox"/> NZ Maori (211) | <input type="checkbox"/> South Slav (125) | <input type="checkbox"/> Japanese (442) |
| <input type="checkbox"/> Samoan (311) | <input type="checkbox"/> Italian (126) | <input type="checkbox"/> Koreans (443) |
| <input type="checkbox"/> Cook Island Maori (321) | <input type="checkbox"/> German (127) | <input type="checkbox"/> Other Asian (444) |
| <input type="checkbox"/> Tongan (331) | <input type="checkbox"/> Australian (128) | <input type="checkbox"/> Middle Eastern (511) |
| <input type="checkbox"/> Niue (341) | <input type="checkbox"/> Other European (129) | <input type="checkbox"/> Latin American (521) |
| <input type="checkbox"/> Tokelauan (351) | <input type="checkbox"/> Filipino (411) | <input type="checkbox"/> African (531) |
| <input type="checkbox"/> Fijian (361) | <input type="checkbox"/> Cambodian (412) | <input type="checkbox"/> Other (611) |
| <input type="checkbox"/> Other Pacific Peoples (371) | <input type="checkbox"/> Vietnamese (413) | <input type="checkbox"/> Not Stated (999) |
| <input type="checkbox"/> British / Irish (121) | <input type="checkbox"/> Other Southeast Asian (414) | |
| <input type="checkbox"/> Dutch (122) | <input type="checkbox"/> Chinese (421) | |
| <input type="checkbox"/> Greeks (123) | <input type="checkbox"/> Indian (431) | |

Please specify if 'Other Pacific Peoples,' 'Other European', 'Other Southeast Asian', 'Other Asian' or 'Other'.

29. MAORI DESCENDANTS AND IWI

If you identified as New Zealand Maori in Question 28, what is the name of your Iwi?

(You may enter more than one Iwi. If you do not know your Iwi, please enter 'I Don't Know')

Iwi	Rohe (Iwi home area)
_____	_____
_____	_____
_____	_____

SECTION E: CITIZENSHIP AND RESIDENCY

30. CITIZENSHIP AND RESIDENCY:

Tick the box which best describes your citizenship or residency status:

- New Zealand Citizen (NZL), go to 31a
 Australian Citizen (AUS), go to 31a
 Other

If "Other", please specify your Country of Citizenship (for students with dual citizenship, specify the country of citizenship of the passport used to enter New Zealand).

Country of Citizenship: _____

Tick the box if you have New Zealand or Australian Permanent Residency Status:

- New Zealand Resident/Permanent Resident
 Australian Permanent Resident

31. DURING YOUR TIME STUDYING IN THIS QUALIFICATION WILL YOU BE RESIDENT IN NEW ZEALAND OR OVERSEAS?

- In New Zealand
 Overseas

32. Please also specify your fee / assistance status

- Domestic Student (00)
 NZAID Student (01)
 International Fee-Paying (including people on current work visa) (03)
 Student on a recognised exchange scheme (04)
 Foreign Research Based Post-Graduate (06)
 Visiting military personnel, diplomatic staff or family, persons associated with Antarctic Programme (08)
 International On-Shore PhD student (09)
 International student doing ITO off-job training (12)
 Refugee or protected person whose application for residence is being processed **or** a person who has made a claim to be recognised as a refugee **or** protected person and holds a valid temporary visa (13)

(Note: Always 00 for NZ citizen; 00 for NZ Resident, NZ Permanent Resident, and Australian citizen or Australian Permanent Resident residing in New Zealand during the time studying this qualification).

SECTION F: IRD NUMBER COLLECTION FOR STUDENT LOAN INTEREST WRITE-OFF

33. DO YOU CURRENTLY HAVE OR WILL YOU HAVE A STUDENT LOAN THIS YEAR?

- No (Please go to the next section)
 Yes (Insert your IRD Number – see notes for more information on interest write-off)

IRD Number

Interest Free Student Loans and Other Interest Write-Offs

Completing your IRD number is voluntary. This is requested so the Ministry of Education can share information with MSD (StudyLink) regarding Student enrolments. If you choose to provide your IRD number on the enrolment form this will be included with your enrolment details and will be reported to the Ministry of Education.

SECTION G: DOCUMENTATION

34. DOCUMENTATION REQUIREMENTS

To qualify as a domestic student, and so be entitled to the Government tuition subsidy, you must be a citizen of New Zealand (including students from the Cook Islands, Tokelau, or Niue who have New Zealand citizenship) or a permanent resident of New Zealand or a citizen or permanent resident of Australia residing in New Zealand. You must provide evidence of citizenship or permanent residency and to do so you must produce one of the following:

- Birth certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue.
- New Zealand passport.
- A statement of Whakapapa, including date of birth, countersigned by a Kaumatua.
- Certificate of citizenship or letter of confirmation.
- Overseas passport with residency stamp.

You can bring the original documentation to the enrolment desk, alternatively please provide a certified copy. This means a photocopy of your original document, signed as being a true and accurate copy by a Justice of the Peace (JP), Barrister or Solicitor, Notary Public, Court Register or Deputy Registrar, Member of Parliament, Land Transport New Zealand, Public trust, or local authority employee designated for this purpose. When a learner is in a remote community and unable to access a person listed in the Oaths and Declarations Act, a member of the New Zealand Police, school principal, minister of religion, or general practitioner is acceptable.

Please note that your name, date of birth and residency as entered on this enrolment will be included in the National Student Index, and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information on National Student Index please see: <http://nsi.education.govt.nz/home.aspx>

International Students must bring their passport with them when they enrol. If you are an International student and do not qualify as a domestic student (see above) please send a photocopy of your current passport with this enrolment form.

On registration day (first day of the selected course) you will need to present your passport containing a current student permit/visa to confirm New Zealand study eligibility.

If English is not your main language please attach to this enrolment form a copy of your English language test results for either IELTS or TOEFL or its equivalent. If unsure of this requirement please contact the College Registrar or refer to the Faith Bible College information for International Students.

Please list here all documents that you have attached to this enrolment form. Documents should be securely stapled to the back of the form.

(If you send original documents, these will be returned to you after copying)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

SECTION H: DECLARATION

PRIVACY

Faith Bible College collects and stores information from this form to:

- Manage the business of Faith Bible College (including internal reporting, administrative processes and selection of scholarship and prize winners).
- Comply with the requirements of the Education Act 1989 and other legislation relating to maintenance of records (This includes legislation governing the maintenance of official records and for accountability for public funding).
- Supply information to government agencies and other organisations as set out below.

In signing this enrolment form you authorise such disclosure on the understanding that Faith Bible College will observe the conditions governing the release of information, as set out in the Privacy Act 1993, the Education Act 1989 and other relevant legislation. You may see any information held about you and amend any errors in that information. To do so, contact the College Registrar.

NB: The Privacy Act came into force on 1 July 1993 with the stated aim of protecting the privacy of natural persons. It requires Faith Bible College to collect, hold, handle, use and disclose personal information in accordance with the twelve information privacy principles in the Act. <http://www.privacy.org.nz>

Supply of Information to Government Agencies and Other Organizations

Faith Bible College supplies data collected on this form to government agencies, including:

- The Ministry of Education
- The New Zealand Qualifications Authority
- The Tertiary Education Commission
- The Ministry of Social Development (in relation to student loans and allowances) and Inland Revenue (student loans)
- Immigration New Zealand and the Ministry of Business, Innovation and Employment (for those who are not New Zealand citizens or permanent residents)
- Agencies who support particular students through scholarships, payment of fees or other awards (if you are a recipient of one of these awards).

Those agencies use the data collected from tertiary education organisations to:

- Administer the tertiary education system, including allocating funding
- Develop policy advice for government
- Conduct statistical analysis and research

Your personal details (name, date of birth and residency) as entered on this form will be included in the National Student Index and may be used in an authorised information matching programme with the New Zealand Birth Register.

The government agencies above may supply data collected on this form to Statistics New Zealand for the purposes of integrating data with data collected by other government agencies, subject to the provisions of the Statistics Act 1975. Integrated data is used for the production of official statistics, to inform policy advice to government and for research purposes.

In handling data supplied by you on this form, the government agencies are required to comply with the provisions of the Privacy Act 1993. When required by law, Faith Bible College releases information to government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC).

Information collected on this form may be supplied to other educational organisations for the purpose of verifying academic records.

Fees:

In signing this enrolment form you undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery. Faith Bible College's policy on withdrawal and refund of fees may be obtained from the College Registrar.

Rules:

In signing this enrolment form you undertake to comply with the published rules and policies of Faith Bible College with regard to attendance, academic integrity and progress, conduct and use of information systems.

DECLARATION:

I declare that to the best of my knowledge all the information supplied on, and with, this enrolment form is true and complete, I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above. I have not withheld information relating to the above, I have read and understood the attached terms and conditions for enrolment including the College's attached schedules (Refund and Fee Protection Policies; and Student Handbook).

Signature: _____

Date: _____

PLEASE MAKE SURE THAT YOU SIGN YOUR ENROLMENT FORM ABOVE

Occasionally people request contact details of past and present students. Do you give permission for your contact details to be given out on request? Yes No

To help us effectively promote Faith Bible College, please comment on how you first heard about us:

- Visited the Faith Bible College Website
- A past student or friend told me about College
- Magazine Advertising
- Other
- Radio Advertising
- Found out about the College through my home church and / or pastor

Your Comments:

Documentation	Office use only Approved	Entered
/ /	/ /	/ /

Updated June 2014

THE REGISTRAR
FAITH BIBLE COLLEGE
PRIVATE BAG 12006
TAURANGA, 3143
NEW ZEALAND

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registrar@fbc.ac.nz
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749 WELCOME BAY ROAD
WELCOME BAY, 3175
TAURANGA, NEW ZEALAND

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**REGISTERED AS A PRIVATE TRAINING ESTABLISHMENT BY THE NEW ZEALAND
QUALIFICATIONS AUTHORITY PURSUANT TO THE 1990 EDUCATION AMENDMENT ACT**