

# SERVILLES

academy

## 2016 Student Application Form

### PERSONAL DETAILS

Family name:.....First name:.....

Nationality:.....Date of Birth:.....

Gender:        Male        Female        Country of Birth:.....

Passport number:.....

### CONTACT DETAILS

Home address (NZ):.....

Phone Number:.....Mobile:.....

Email address:.....

Type of accommodation: Rent house /Own house or  
Apartment / Flatting / Homestay / other.....

Emergency contact (Parent or Guardian):

Name:.....Relationship:.....

Phone Number:.....Mobile phone:.....

Name:.....Relationship:.....

Phone Number:..... Mobile phone:.....

### ACADEMIC BACKGROUND

Last school attended:.....

Highest school achievement:.....

Date finished school:.....

### Health

Do you need to apply for Student Insurance?        Yes        No



**ELIGIBILITY FOR HEALTH SERVICES:** Most international students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly-funded health services are available through the Ministry of Health, and can be viewed on their website at <http://www.moh.govt.nz>.

**ACCIDENT INSURANCE:** The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at <http://www.acc.co.nz>.

**MEDICAL AND TRAVEL INSURANCE:** International students must have appropriate and current medical and travel insurance while studying in New Zealand.

**STUDENT'S FEE PROTECTION INSURANCE:** New regulations by Government insist that we, as a PTE, have a policy which will permit the student to transfer the residual training to another provider, pay for the residual tuition and not place undue financial strain on that provider in the event of business failure. This protection will also cover any credit payments for the individual Student if these have not been forwarded to NZQA. Servilles Academy Limited is currently insured by ASB Bank Bonds.

**WITHDRAWALS AND REFUND OF FEES:** Every student who enrolls with Servilles Academy Limited has the right to withdraw from the course any time. Withdrawals must be presented in writing to the Academy Manager. If a Student withdraws they will be entitled to:

- Upon return of all equipment**, a full refund of all monies less 20% of the total tuition fee paid (\$17000) (course registration fee NZ \$3400). **This is valid from the period that enrolment was confirmed up to 10 working days after the first day of the course**
- After 10 days from the first day of the course all fees must be paid in full.**

Student Fees paid before or during the first seven days of the course will be deposited into Servilles Academy Limited Independent Student Fee Trust Account, held by Farry and Co (Solicitors). These fees will not be available to Servilles Academy Limited until seven days after the course has commenced. This ensures the Fees are available for refund to the Student.

If a student withdraws after seven days after the first day of the course, all fees must be paid in full.

It is your responsibility to report your withdrawal from the course in writing to Immigration Services by completing the 'Termination of enrolment of Foreign National Holding a Student Permit' form.

**PRIVACY STATEMENT:** The academy will only collect information that is required by NZ law or that is required by this organization to officially enrol the student. The information will not be released to another individual or organization without the express permission of the owner of the information unless required to do so by a representative of the New Zealand government or one of its agencies in accordance with the Privacy Act 1993 and its subsequent amendments. Student may have access to all material relating to them held by this organization in order to make correction.

***Declaration - I declare that to the best of my knowledge all the information supplied on, and with, with this enrolment form is true and complete, and I agree to abide by the conditions described above. I consent to the disclosure of personal information as described above.***

Student Signature:.....Date:.....
(Under 18 students only) Parent or guardian's name:.....
Mobile:.....Phone:.....
Parent or guardian's Signature:.....Date:.....

**Processed by (Office Use Only)**

Name:.....
Date:.....
Sign:.....