

Applying to the University of Canterbury

How to apply

Complete this form on screen, or print and complete it. Please email the completed form and scans of the supporting documents listed below to mail@studyoptions.com

If you do not have access to a scanner, please take a clear photo of each page and document on your phone, and email the images to mail@studyoptions.com

If neither of these are possible please post your forms and original documents to us as hard copy. Please post to Study Options, 83 Alma Road, Clifton, Bristol, BS8 2DP.

Supporting documents required for undergraduate (bachelors) applications:

1. A photocopy of the personal details page of your passport
2. IF APPLYING BEFORE COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates/evidence of GCSE and AS Level results (or equivalents) plus details of final predicted grades. Predicted grades must be official predictions, issued on school/college letterhead and signed by an appropriate person (head of careers, head of year etc).
3. IF APPLYING AFTER COMPLETION OF SCHOOL LEAVING QUALIFICATIONS (EG: A-LEVELS, IB, PRE-U DIPLOMA): Original certificates for GCSE and school-leaving qualifications.
4. A personal statement (please aim for a maximum of 400-500 words).

Supporting documents required for postgraduate (masters) applications:

1. A photocopy of the personal details page of your passport
2. Original academic transcripts for each year of your degree (a transcript is an official list, issued by the university, of the subjects you've studied and the grades obtained). Transcripts should carry an explanation of the university's grading system on the back. If they don't, please provide one separately.
3. Original bachelors completion certificate.
4. A CV, detailing any relevant work experience.
5. A personal statement (please aim for a maximum of 400-500 words).

Application notes

1. If further material or documents are required, Study Options will be in touch to request these after we have received and checked the application.
2. All academic documents must be submitted as originals, we can't accept photocopies. We'll make certified copies to send with your application, and will return the originals by recorded delivery. To ensure their safe arrival, please send your documents to us by recorded delivery.
3. Please use this form to apply for undergraduate (bachelor) degrees and postgraduate degrees by coursework (masters and graduate diplomas). Do not use this form if you are a research student, or if you are a citizen or permanent resident of Australia or New Zealand.

If you have any questions or problems making your application please contact a student advisor at Study Options on 020 7353 7200 or mail@studyoptions.com

Application for admission Ad Eundem as an international student

Before completing this form, please read the Information for Application for Admission at the University of Canterbury at the end of this application

Admission Ad Eundem – International

Application details

This application is submitted by:

- Self (student)
 Agent / Representative

(Agent) **STUDY OPTIONS LTD**
83 ALMA ROAD, CLIFTON
BRISTOL, BS8 2DP
+44 117 911 5610

MAIL@STUDYOPTIONS.COM

Contact details for correspondence

Email address (Agent or Student):

MAIL@STUDYOPTIONS.COM

Postal address (Agent or Student)

Number and street / PO Box Number:

Suburb:

City:

Province/state/region:

Country:

Postcode:

Student's personal details

Surname/Family name (as shown on passport):

Student's email (mandatory even if you are applying through an agent):

First/Given names (as shown on passport):

Student's phone:

Date of birth: DD / MM / YY

Gender: Male Female

Student's postal address (if not given above)

Number and street / PO Box Number:

Suburb:

City:

Province/state/region:

Country:

Postcode:

Country of Citizenship (list all countries where you hold citizenship):

Do you hold a New Zealand residence class visa or are you Australian Permanent Resident?

- No Yes – please see the application form for NZ and Australian citizens and residents in www.canterbury.ac.nz/admissions/forms/

Programme of study applied for

I am applying for admission to:

Degree / Qualification (in order of preference if more than one)

Major(s) / Main Subject(s)

eg. BCom

eg. Economics

eg. BA

eg. Philosophy

With the following admission (only tick one):

- Entrance level (to a Bachelor's degree); or With advanced standing towards a BE(Hons) or graduate admission to an LLB degree; or

- To a non-graduating programme of studies at Canterbury (Study Abroad, Reciprocal Exchange student (Certificate of Proficiency); or How long do you intend to study at Canterbury? 1 Semester 2 Semesters

- To graduate or postgraduate studies: By coursework By thesis only

Graduate or postgraduate coursework students must provide a list of proposed courses with their application. The courses you list are for indicative purposes only. You can discuss your choice of courses with the Department you intend to study in.

PhD or Masters research students should include with their application:

- an outline of your area of research interest (which must match an area of research interest at Canterbury)
- details of your previous research or publications
- details of communication with any potential supervisors

When do you intend to begin your studies?

- February (1st semester) July (2nd semester, not possible for some programmes)

Year:

PhD and Masters research students may begin their studies at any time with the approval of their supervisor and Department.

Name of provisional supervisor:

Anticipated start date:

Qualifications and academic records

Pre-University / University Entrance Qualification (Note: not required from university graduates, or applicants with more than one year of university studies)

Name of qualification	Institution	Country	Date completed/expected

Previous University / Tertiary study

Name of qualification	Institution	Country	Date completed/expected

Results Pending

Are you currently awaiting results of university or pre-university studies undertaken this year?

No Yes – please indicate above when these results will be available

Proficiency in English

To study at Canterbury you **MUST** be proficient in English. For details of requirements see: English Language Requirements on www.canterbury.ac.nz/admissions/

Documentary evidence of the following information is required:

I have completed an academic qualification in a country where English is the predominant language spoken.

I will sit / have sat an English language proficiency test (IELTS, TOEFL, Cambridge or APIEL)

Date of test:

English test name:

Results (if known):

The testing centre will send the result to the University of Canterbury. For TOEFL, the institution code for the University of Canterbury is 9482.

Evidence of English language proficiency must be no more than 2 years old.

Documents

I attach the certified true copies of my academic transcripts and graduation certificates (if applicable) as evidence in support of my admission.

Copies of original documents must be certified as a true copy of the original document by a Justice of the Peace, Notary Public, Solicitor, or an official of the institution that issued the original document and must bear the official stamp of that person or institution.”.

Faxed, scanned or e-mailed documents will not be accepted as original or certified copies. Admission can be assessed but we will require the official hard-copies of your academic documents before you enrol. Please refer to www.canterbury.ac.nz/admissions/apply/admission_online_faqs.shtml

Credit transfer

There is a separate application for transfer of Credit. Please see www.canterbury.ac.nz/admissions

How do you intend to pay for your studies?

Private funds Home government scholarship (please specify):

Other (please specify):

N.B. Scholarships must be applied for separately. Completion of this form does not mean you have applied for a scholarship.

Declaration

I supply the information on this form and in support of this application on the understanding:

- a) that it may be used for purposes relating to my enrolment as a student by members of the academic and administrative staff of the University of Canterbury;
- b) that it may be used for purposes external to the University of Canterbury when it is in statistical form or when it is not to my disadvantage for this to be done, and also where disclosure is required to comply with the provisions of the Privacy Act 1993;
- c) that I have the right to see and correct if necessary the information I have provided;
- d) that my application cannot proceed without my consent to the foregoing conditions.

All work submitted in support of my application is entirely my own, except where explicitly identified as the work of another or others.

I declare that all the information submitted on the application form and in the attached documents is true and correct in every particular and that no information which would have a material bearing on this application has been withheld.

I acknowledge that if I provide incorrect or incomplete information this may result in the cancellation of my offer and/or my enrolment. I acknowledge that the submission of fraudulent, forged, or otherwise dishonest documentation in support of this application will automatically disqualify me from enrolment. I understand that in such a case the University of Canterbury reserves the right to inform all other New Zealand universities of the fact along with my name and date of birth and that the New Zealand Immigration Service and the Police may also be informed.

I understand that it is my responsibility to provide all necessary documentary evidence of my qualifications and experience.

I accept that all documents submitted in support of this application become the property of the University of Canterbury. I authorise the University to obtain further information wherever necessary.

I consent to the disclosure of relevant information to agencies outside the University as required by protocols between the University and the agency where such disclosure is necessary for any statutory purpose or to enable that agency to properly fulfil its function in relation to the University.

I give my consent to the University to disclose relevant information to my sponsor, agent, homestay agent and homestay family.

I understand that, if this application is submitted through an agent of the University, the result will also be communicated to the agent, unless I give instructions to the contrary.

My signature below denotes acceptance of these terms and constitutes consent to disclosure for the purposes of Privacy Principle 11 set out in the Privacy Act 1993.

I am aware of the tuition and living costs associated with studying in the course and I am able to meet all expenses for the duration of my study. I understand that if I am unable to meet these costs, the University and the New Zealand Government will not be expected to help me if I am not eligible for financial assistance.

Student signature:

Date: DD / MM / YY

Send this form to

Postal Address:

Admissions
Student Services Centre
University of Canterbury
Private Bag 4800
Christchurch 8140
New Zealand

Courier address:

Admissions
Student Services Centre
University of Canterbury
20 Kirkwood Ave
Christchurch 8041
New Zealand
Phone: +64 3 364 2555

Checklist

- ALL sections on this form have been completed
- Proof of citizenship/residency
- Evidence of English proficiency (if applicable)
- Official documentation of academic results, including official translations (if applicable)
- Read and signed the declaration

STUDY OPTIONS LTD
83 ALMA ROAD, CLIFTON
BRISTOL, BS8 2DP
+44 117 911 5610
MAIL@STUDYOPTIONS.COM

Application for Admission Information

What you need to know before applying for admission

We recommend that you familiarise yourself with the details of the programme you are interested in BEFORE you apply for admission. Check that the programme and the courses offered by the relevant academic department will meet your academic objectives. Please view the relevant department/programme website for further information www.canterbury.ac.nz

Some programmes have specific application requirements and/or an additional application process. Please check the programmes that require special applications www.canterbury.ac.nz/admissions/ltd_entry.shtml. Students wishing to enrol in a limited entry course should apply for admission by the specified deadline.

When to apply

Undergraduate Applications

Semester 1 (February start): 31st October
Semester 2 (July start): 31st March

Postgraduate Applications

At least 6 months before the intended start date.
PhD and master's research students may begin their studies at any time during the year with the approval of their supervisor.

You should apply as early as possible to give yourself maximum preparation time for visa application, fee payment, travel and accommodation arrangements. Late applications may be processed, but we cannot guarantee that a decision will be made in time for you to make the necessary arrangements to start your studies here.

What type of Admission should I apply for?

There are several different pathways to Admission at UC. Please see www.canterbury.ac.nz/admissions/ to find the one that is relevant to you.

Which application form should I use?

Apply for Admission Online: <https://admission.canterbury.ac.nz/>. Alternatively you can submit your application by mail:

International students who do not have a New Zealand university entrance qualification:

Application for Admission Ad Eundem as an international student www.canterbury.ac.nz/admissions/forms/

New Zealand citizens and permanent residents and Australian citizens and permanent residents with International or non New Zealand University Qualifications:

Application for Admission Ad Eundem as a Domestic student www.canterbury.ac.nz/admissions/forms/

All other students: please see www.canterbury.ac.nz/admissions/ for entry requirements and how to apply.

College of Education applicants please note:

The above forms are NOT for initial teacher education or sport coaching programmes. Please download the College of Education Application for Programme Entry here: www.education.canterbury.ac.nz/teacher_apply.shtml

The College of Education prospectus for international students, including the application form for entry to these programmes, can be downloaded at www.education.canterbury.ac.nz/international

Completing your application

Please PRINT CLEARLY. To ensure that your application is processed efficiently and that we can contact you, it is essential that we can accurately interpret the information you supply, particularly your name, email and postal address details. All sections must be completed.

Incomplete applications cannot be processed. Please ensure you provide all required documentation. For postgraduate applications this includes your transcripts and degree certificates for all university level study undertaken.

Academic documents must be originals or certified true copies including official certified translations where necessary. Faxed, scanned or emailed documents will not be accepted as original or certified copies. Please see www.canterbury.ac.nz/admissions/apply/admission_online_faqs.shtml

Your application can be assessed with emailed documents but we will require the official hard-copies of your academic documents before you enrol.

Please see www.canterbury.ac.nz/admissions/apply/admission_online_faqs.shtml

How do I enrol once I have Admission at UC?

If your application for admission is successful, you will be sent information on how to apply to enrol. Please see www.canterbury.ac.nz/enrol/ for details of how to apply to enrol and for information about limited entry courses.

Students who are admitted to a PhD or a Masters degree by thesis should also check www.canterbury.ac.nz/enrol/postgrad/ for information on enrolment.

STUDENT DECLARATION

Name:			
Date of birth:		Nationality:	
Mobile:		Landline:	
Email:			

Who will fund your tuition fees and living costs? Please give further details below:

Have you ever been refused a visa for New Zealand or another country?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Do you have any health issues that may affect your application for a student visa?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Will you have any family members joining you? If so please state name, age and relationship to you in the box below.	Yes <input type="checkbox"/>	No <input type="checkbox"/>

- I declare that I have read and understand the information relating to the cost of living in New Zealand here:

<https://www.studyinnewzealand.govt.nz/live-work/cost-of-living/>

And that I have access to sufficient funds to cover all associated costs with my study, travel to and from New Zealand, living expenses for the duration of my studies for myself and my family members (if applicable) for the total period of my stay in New Zealand.

- I understand that the tuition fees do not include expenses such as textbooks, stationery and additional programme specific requirements.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, I will not seek assistance from the University or the New Zealand government.
- I understand that in the event that I have insufficient funds to cover all associated study and living costs, the University reserves the rights to terminate my enrolment and eCoE.
- I hereby certify that all the statements made on this declaration of finances are true and correct.

Student signature:	
Name:	
Date:	

Please return this declaration with your application form(s)