

Information for agents and partners – 2018

Contact details	
University website	www.auckland.ac.nz
Auckland Abroad office for incoming students	<p>Chandra Leenheer and Sherry Fan International Office Email: studyabroad-partner@auckland.ac.nz Phone: +64 9 9231969</p> <p>Physical Address (for courier): Postal address: Room G23, Old Choral Hall Private Bag 90219 7 Symonds Street Auckland 1142 Auckland 1010</p>
Auckland Abroad Website	www.auckland.ac.nz/studyabroad

Semester dates	Summer School	Semester One 2018	Semester Two 2018
Lectures incl. exams	4 January – 14 February 2018	26 February – 25 June 2018	16 July – 12 November 2018
Academic dates	www.auckland.ac.nz/dates		

Orientation	Summer School	Semester One 2018	Semester Two 2018
Orientation week	4 January 2018	19 – 23 February 2018	11 – 13 July 2018
Programme information	<p>We strongly encourage students to attend our orientation week, as it provides helpful settling-in information and events giving students a wonderful opportunity to meet other students and make new friends.</p> <p>Information about orientation is updated around two weeks before semester start at www.auckland.ac.nz/is-orientation</p>		

Tuition fees	
Flat tuition fee 2018 (includes student services fee)	<p>NZ\$12,750 per semester</p> <p>* Summer School fee is pro-rated of the standard semester tuition fee.</p>

Language	
Language of instruction	English is the language of instruction and one of the official languages of New Zealand. Māori and New Zealand Sign Language are the other official languages of New Zealand.



Language proficiency	All applicants for whom English is a second language are required to provide evidence of their proficiency in the English language.
English language requirements	The required score for exchange students is: IELTS (academic), total of 6.0, no band less than 5.5 (or equivalent*) *We accept a number of other English language test results including TOEFL, Cambridge, MELAB and Pearsons – please see our website for more details: www.auckland.ac.nz/is-english

Programme

Academic programme for Study Abroad students	Study Abroad students are considered “non-degree” students at the University of Auckland and are enrolled in the COPOS (Certificate of Proficiency – Overseas) programme. Students who have been accepted into the COPOS programme can select courses as outlined in the course information section on pages 3-5.
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Application

Application deadline	Summer School 2018: 1 November 2017	Semester One 2018: 1 December 2017	Semester Two 2018: 1 May 2018
Entry requirement	Applicants must have completed at least one full-time year at university and have a better-than-average academic record (equivalent to a B average at the University of Auckland). Applicants who do not meet our requirement need to provide a recommendation letter from academics and their applications will be considered case by case.		
Online application (for Agent Application Centre users)	University of Auckland agents and partner institutions should apply online on behalf of applicants through the Agent Application Centre: https://agent.apply.auckland.ac.nz . Any documents that are not able to be uploaded online can be sent to studyabroad-partner@auckland.ac.nz with the applicant’s name and ID number. Supporting documents required are: <ul style="list-style-type: none"> • Copy of academic transcript in English, including all courses the applicant has taken • Certified copy of relevant parts of applicant’s passport or birth certificate • Proof of English language proficiency (if applicable) • A colour, passport-size photo on plain background emailed in a JPEG format. For photo requirements please refer to www.auckland.ac.nz/idphoto 		



<p>Online application (for non-Agent Application Centre users)</p>	<p>Please advise your students to apply online for the COPOS programme at www.auckland.ac.nz/applynow</p> <p>A step-by-step guide to the online application process is available at www.auckland.ac.nz/is-application-guide.</p> <p>Applicants may upload the documents listed below at the time of application or you can email them later on behalf of your students to studyabroad-partner@auckland.ac.nz:</p> <ul style="list-style-type: none">• Copy of academic transcript in English, including all courses the applicant has taken• Certified copy of relevant parts of applicant's passport or birth certificate*• Proof of English language proficiency (if applicable)• A colour, passport-size photo on plain background emailed in a JPEG format. For photo requirements please refer to www.auckland.ac.nz/idphoto <p>*Certified copy of applicant's passport must be emailed by agents or partners before enrolments.</p>
<p>Application status</p>	<p>University of Auckland agents and partner institutions are able to check an application status online through the Agent Application Centre.</p> <p>Applicants can also check their application status by signing into their online Application for Admission approximately three weeks after applying online and submitting supporting documents. Follow the steps at www.auckland.ac.nz/sso-status</p>

Course information

<p>Course enrolment</p>	<p>Once admitted into the COPOS programme, students must accept their offer online. Afterwards, students can initiate course enrolment at www.auckland.ac.nz/sso-enrol.</p> <p>Study Abroad students can now directly enrol into most courses (some exceptions apply).</p> <p>However, students should apply for "concession" to enrol in courses that require Auckland faculty approval. In this process, faculties assess whether their prior study meets relevant course prerequisites and notify them accordingly. In some occasions, students may be asked to provide course outlines/syllabi in English for courses equivalent to Auckland prerequisite requirements.</p> <p>Detailed instructions on course enrolment are also provided in the offer of admission letter.</p>
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Full-time study course load	The standard course load for full-time study is 50-60 points per semester or 100-120 points per year. Most courses are weighted 15 points and students generally take four courses per semester. Information on specific credit-points is available in our course catalogue www.auckland.ac.nz/sso-courseadvice .
Hours of study	A standard semester course of 15 points represents 150 hours of study or 10 hours of study per week for 15 weeks (12 teaching weeks and three weeks of study break and examinations). The student workload in the teaching weeks would total 120 hours, made up of lectures, tutorials, seminars, laboratory classes, and other face-to-face contact, plus independent study as appropriate for each course.
Course availability	Course descriptions and schedules are published in early November for the subsequent year (Semesters One and Two). Brief course descriptions as well as information on course prerequisites and restrictions are available in our course catalogue www.auckland.ac.nz/sso-courseadvice . For more detailed course descriptions, please refer to relevant faculty websites.
Course selection	Study Abroad students can select courses across different disciplines provided they meet course prerequisites and the courses are not restricted (see "course restrictions"). Information about our course structure can be found on Student Services Online www.auckland.ac.nz/sso-enrol .
Subject specific course selection	Undergraduate students in Law from non-Commonwealth countries must enrol in "LAWGENRL 443 – Introduction to Common Law" (10 points), a course usually offered in the week prior to the official start of semester.
Course restrictions (not available to study abroad and exchange students)	<ul style="list-style-type: none">• Courses offered in Medicine, Surgery, Pharmacy and Optometry.• Courses running for the whole academic year - e.g. PSYCH 308A and 308B (expect students enrolled for the whole University of Auckland academic year – February to November).• 100 level courses in Fine Arts, Architecture and Planning (unless the student is majoring in the subject at their home university).• BUSINESS 101 and BUSINESS 102.• Graduate School of Management courses running on a quarterly basis – eg, BUSACT, BUSADMIN etc.• Courses ending with the letters F or H - e.g. HISTORY 91F or MAORIRTH 14H. These are foundation year courses and not appropriate for Exchange students.• Stage I Engineering courses (ENGGEN 115, ENGGEN 121, ENGGEN 131, ENGGEN 140, ENGGEN 150, ENGSCI 111, ELECTENG 101, CHEMMAT 121) except for those ending in G.



<p>Courses with very limited enrolment availability</p>	<ul style="list-style-type: none"> • Nursing* (note courses generally commence before the official start of semester) • Courses showing the letter "G" – e.g. PHYSICS 107G. • 700 level Finance and Accounting courses. <p>We recommend that students have a second choice option for each course with limited enrolment availability. Students from these areas must apply early, in particular for Semester Two.</p> <p>*Nursing is only available to undergraduate students coming through special arrangements with our School of Nursing.</p>
<p>Postgraduate courses</p>	<p>Students who hold the equivalent of a New Zealand undergraduate degree may be able to take postgraduate courses if course prerequisites are met and accepted by the faculty.</p> <p>The Study Abroad programme is restricted to coursework only and does not include thesis writing and supervision.</p> <p>Students who wish to take a full-year course load at postgraduate level are advised to apply as an international student to the University of Auckland for a one-year postgraduate programme.</p>
<p>Courses with additional application requirements</p>	<p>Many courses in Fine Arts, Architecture and Music require submission of supplementary information such as a portfolio or DVD audition. Students can refer to our website for more information: www.creative.auckland.ac.nz/ug-supp-app</p> <p>Or contact our colleagues at the Creative Arts and Industries (CAI) at info-creative@auckland.ac.nz.</p> <p>For language courses students must complete a Language Ability Declaration to ensure that they are placed at an appropriate level.</p> <p>For more information refer to www.arts.auckland.ac.nz/language-enrolment Or contact our colleagues at the Faculty of Arts at asc@auckland.ac.nz.</p>

Visa

<p>Student visa requirements</p>	<p>Study Abroad students must apply to Immigration New Zealand and obtain their student visa prior to entering New Zealand. Please contact the nearest New Zealand embassy or consulate for details of visa and application requirements: www.immigration.govt.nz</p> <p>Study Abroad students should not enter New Zealand on a visitor visa.</p>
<p>Work restrictions on a student visa</p>	<p>Study Abroad students are not allowed to work on a student visa and are therefore not eligible to apply for a variation of conditions to a student visa.</p>

Health and travel insurance

<p>Mandatory health and travel insurance</p>	<p>All enrolled international students are required to have appropriate health and travel insurance while studying in New Zealand. The University of Auckland's preferred insurance policy for international students is</p>
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	<p>Studentsafe-University. Please refer to Studentsafe University policy wording for full terms and conditions www.auckland.ac.nz/is-insurance</p> <p>The Studentsafe insurance fee will be charged to students account automatically upon enrolment. The Studentsafe University insurance fee must be paid unless the University of Auckland approves the use of an alternative insurance provider.</p> <p>Students who have an approved alternative insurance policy may apply for the insurance charge to be waived. Please see our website for a list of approved alternative policies. Insurance waiver applications must be received before the second Friday of the semester.</p> <p>Studentsafe-University insurance cover starts 16 days prior to programme start date and ends on a student’s arrival back in their country of origin, following completion of their course of study; or on the expiry of their current student visa, whichever is the earlier.</p> <p>Australian citizens and residents</p> <p>Due to the Reciprocal Health Care Agreement between New Zealand and Australia it is not mandatory for students with Australian citizenship or residency to be covered by the Studentsafe-University insurance policy.</p> <p>However, we strongly advise these students to have appropriate health and travel insurance while studying in New Zealand as medical treatment often incurs a charge. For more information on the reciprocal agreement with Australia please refer to http://www.health.govt.nz/new-zealand-health-system/eligibility-publicly-funded-health-services/reciprocal-health-agreements.</p>				
<p>Estimated fees for health and travel insurance</p>	<table> <tr> <td>2018 Studentsafe-University premium per semester:</td> <td>Approx. NZ\$310</td> </tr> <tr> <td>2018 Studentsafe-University premium full year:</td> <td>Approx. NZ\$620</td> </tr> </table>	2018 Studentsafe-University premium per semester:	Approx. NZ\$310	2018 Studentsafe-University premium full year:	Approx. NZ\$620
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Accommodation

<p>On-campus housing</p>	<p>Study Abroad students who wish to stay in the University accommodation must apply online at www.accommodation.auckland.ac.nz unless your home university or provider arranges this.</p> <p>Places are guaranteed as long as they apply by the deadline.</p> <p>Apply by 15 October in the previous year (for Semester 1) or 1 May (for Semester 2) indicating your UoA programme (Certificate of Proficiency – Overseas) and we will guarantee university housing. You have to pay \$750 deposit when you accept the placement.</p> <p><i>*These deadlines do not apply to those partner institutions or providers with special arrangements with the Accommodation Solutions Office.</i></p> <p>Confidential references are not required from Study Abroad and Exchange students for their accommodation application.</p>
<p>Off-campus housing</p>	<p>Students who do not wish to stay in a University residence are responsible for finding their own accommodation but may seek guidance from our Accommodation Advisory Service:</p>



	www.accommodation.auckland.ac.nz/advice or advisoryaccom@auckland.ac.nz	
Guaranteed accommodation application deadline <i>*The University's Accommodation Office will attempt to place a student in on-campus or off-campus accommodation even after deadlines have passed.</i>	Semester One 2018: Open on 1 August 2017 Close on 15 October 2017	Semester Two 2018: Open on 1 April 2018 Close on 1 May 2018
Airport pick-up	Airport pick-up is free if students apply for it at least 7 days prior to arrival. Information on this and a link to the pick-up application form are provided in the offer of admission letter.	
Arrival time	Students can arrive in New Zealand any time before orientation, but within the limits of their visa. If students have a confirmed place in university accommodation and plan to arrive earlier than the beginning of the residential agreement period, they must contact the accommodation management team to discuss the possibility of moving in earlier. If this is not possible, students will be required to organise their own temporary accommodation.	

Cost of living

Estimated living expenses (in NZD)	Students should expect to pay NZ\$20,000-\$25,000 per year (NZ\$380-480 per week) for accommodation and day-to-day living expenses, including meals.
On-campus accommodation (2018)	The University offers several options of non-catering residences to study abroad students and the fee can vary from \$221-\$355 per week. University housing costs includes water, electricity, wifi and university recreation centre membership. <i>*Fees are indicative only and are subject to change for 2018.</i> Fees for specific halls of residences can be viewed at www.accommodation.auckland.ac.nz/fees
Off-campus accommodation (2018)	Flats (apartments) range from NZ\$210-300 per week excluding bond, utilities, etc. Homestays range from NZ\$300 per week (plus a NZ\$270 non-refundable placement fee).
Textbooks	Up to approximately NZ\$600 per semester (not compulsory; digital, second-hand or library versions of textbooks may be available)
Photocopying	Approximately NZ\$5 per week (10 cents per page).
Internet/Communication	Approximately NZ\$25 per month.



Travel	With an AT Hop travel card: Approximately NZ\$30 per week. For more fares refer to the Auckland Transport website: www.at.govt.nz/bus-train-ferry/fares-discounts/bus-train-fares
Food/Groceries	Approximately NZ\$100 per week
General costs	For a more detailed overview of likely expenses, please refer to www.auckland.ac.nz/living-costs

Faculty information

Faculty websites	<ul style="list-style-type: none">• Faculty of Arts www.arts.auckland.ac.nz• Business School www.business.auckland.ac.nz• Creative Arts and Industries (CAI) www.creative.auckland.ac.nz• Faculty of Education and Social Work www.education.auckland.ac.nz• Faculty of Engineering www.engineering.auckland.ac.nz• Faculty of Law www.law.auckland.ac.nz• Faculty of Medical and Health Sciences www.fmhs.auckland.ac.nz• Faculty of Science www.science.auckland.ac.nz
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Further information

Scholarship	Scholarships for Study Abroad students are available. For details, please refer to our website .
Travel within and outside the Auckland region	Visit PURENZ (www.newzealand.com) to find out about the stunning adventure capital of the world. The Department of Conservation (www.doc.govt.nz) website provides information on how to find parks, walks and campsites in and around New Zealand. To see what's happening in Auckland please visit www.aucklandnz.com or www.biglittlety.co.nz .