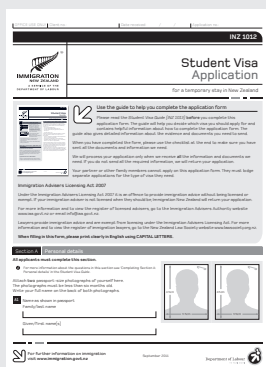


Student Visa Guide

A guide to applying for a student visa



Information about this guide



This guide will help you to complete the form *Student Visa Application (INZ 1012)*. It will give you information about coming to New Zealand as a student and help you to understand the requirements you need to meet if you want to study in New Zealand.

You should read this guide before completing the application form. The guide gives you information about:

- how to decide which visa you need to apply for
- what evidence you need to provide with your application form
- what to do if you want to work in New Zealand while holding a student visa.

Where do you send your application and documents?

Applicants who are overseas

Send your completed application form and documents to your nearest Immigration New Zealand (INZ) office, New Zealand Embassy, or New Zealand High Commission.

See www.immigration.govt.nz/contactus for office addresses.

Applicants who are in New Zealand

Send your completed application form and documents to Immigration New Zealand, PO Box 1049, Palmerston North.

Do you need a visa to study in New Zealand?

Most overseas students need a visa to study full time in New Zealand. You are considered to be a domestic student who does not need a student visa if one of the following applies to you.

- You are a New Zealand citizen.
- You hold a New Zealand residence class visa.
- You hold a special temporary (diplomatic, consular or official) visa.
- You hold a military visa.

However, some overseas students have domestic student status and require a student visa to study or train in New Zealand.

- University students who enrolled in a PhD programme for the first time after 10 April 2005
- Some primary and secondary school students (see 'Dependent children with domestic status' in Completing Section H: Your parent or legal guardian).

You do not need a student visa for one or more courses of study, up to a total of three months, that the New Zealand Qualifications Authority (NZQA) has approved or exempted (see the NZQA website www.nzqa.govt.nz). In this case you may need to apply for a visitor visa.

A student visa is also not required for a single period of up to three months' study at a primary, intermediate, or secondary school. The study must be completed within that calendar year. See the *Visitor Visa Guide (INZ 1018)* for more information.



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GENERAL INFORMATION

What is full-time study?

Full-time study for:

- **private training establishments (PTE)** is enrolment in:
 - i. a course of study that requires attendance for a minimum of 20 hours per week, or
 - ii. at least three papers, or equivalent, per semester if the offered course is at level 7 or above on the New Zealand Qualifications Framework
- **tertiary institutions other than a PTE** is enrolment in at least three papers, or equivalent, per semester
- **primary, intermediate, or secondary school** is attending school.

What is part-time study?

Part-time study means fewer hours or fewer papers than full-time study.

If you want to study part time and you hold a New Zealand visitor visa or work visa, you will have to apply for a variation of conditions to allow you to study unless:

- your employer has authorised your course of study or training; or
- you are undertaking one or more courses of study of not more than three months' duration in total.*

To apply for a variation of conditions you will need to:

- complete the form *Application for Variation of Conditions or a Variation of Travel Conditions (INZ 1020)*
- show evidence that you are enrolled in the course and have paid the course fees for non-New Zealand students, and
- pay the application fee.

If you are studying less than 20 hours each week to finish your course of study you may be eligible for a student visa.

* If you hold a temporary visa that is valid for 24 months or more, you can study one or more courses for up to three months in total in each 12-month period.

What courses can you study?

Your course of study and education provider must be approved by the Ministry of Education to offer places to overseas students. Your education provider must also be a signatory to the Ministry of Education's *Code of Practice for the Pastoral Care of International Students* to be able to offer you a place. You can find out from the education provider whether they and their courses are approved.

Applying for a student visa

You can apply for a student visa before travelling to New Zealand. A student visa granted offshore will allow you to travel to the New Zealand border. When you arrive, an officer will check that you meet all of the conditions of your visa to be granted entry permission to study in New Zealand.

You can also apply for a student visa when you are already in New Zealand. A student visa granted onshore will usually include travel conditions allowing multiple journeys, so you can travel out of New Zealand and back in before the expiry of the visa.

Student visa conditions

A student visa (whether granted onshore or offshore) allows you to study full time in New Zealand for a limited period of time. A student visa may have conditions you must meet – for example, it may name:

- the course you are allowed to study
- the educational provider
- the New Zealand location of the provider.

Apply for your visa on campus with Students Online

Students Online is an arrangement between Immigration New Zealand and selected education providers that makes applying for student visas easier. If you are studying with an education provider that is part of Students Online, you can apply for your student visa at the international office on campus. For a list of education providers that are part of Students Online, see www.immigration.govt.nz/sol.

Applying for a limited visa

The *Student Visa Application (INZ 1012)* can also be used to apply for a limited visa or a further limited visa. You can apply for a limited visa if you wish to come to New Zealand for an express

purpose: to study. If you want to apply for a limited visa and your express purpose is not to study, you should use the form *Visitor Visa Application (INZ 1017)*.

If you are granted a limited visa you will not be able to apply for any other type of visa during your stay in New Zealand. Holding a limited visa also restricts your immigration rights when you are in New Zealand.

To find out whether applying for a limited visa rather than a student visa is the best option for you, please read the leaflet *Information on Limited Visas (INZ 1070)*.

Can you work while holding a student visa?

You may be allowed to work for up to 20 hours each week during the academic year. You may also be allowed to work full time during the Christmas and New Year holiday period at the end of each academic year. To work you will need to apply for a variation of conditions to your student visa.

You can apply for a variation of conditions as part of your application for a student visa, by ticking the option at **E2** of the *Student Visa Application (INZ 1012)*. You should read the information below to see if you meet the requirements to be allowed to work, and the restrictions on the type of work you will be allowed to do.

You can also apply for a variation of conditions at a later date, as long as your student visa is current. See 'Applying for a variation of conditions after you have your visa' below.

Working during the academic year

You do not have to have a job offer when applying for a variation of conditions, but you must be enrolled in a full time course of study that meets one of the criteria listed below.

- The course is at least two years long and you are studying at a private training establishment or tertiary institution.
- The course leads to a New Zealand qualification that qualifies for points under the Skilled Migrant Category of Immigration New Zealand's Residence Instructions.
- The course is at least one academic year long and you are taking part in an approved tertiary exchange scheme.
- You are studying in year 12 or year 13 and you have written permission from your school and your parents.

- The course is at a private training establishment or tertiary institution, and the main purpose of the course is to develop English language skills. You must also have an International English Language Testing System (IELTS) overall band score of 5.0 or above in the general academic module.
- You are a New Zealand Aid Programme scholarship student studying under one of the following schemes:
 - New Zealand Development Scholarship
 - Commonwealth Scholarship
 - New Zealand Pacific Scholarship
 - New Zealand Association of South East Asian Nations (ASEAN) Scholars Award.

Working between academic years

You may also apply for a variation of conditions to allow you to work full time during the Christmas and New Year holiday period at the end of each academic year. Your course of study must be full-time and more than 12 months long. You do not have to have a job offer.

If you are studying in year 12 or year 13 (the last two years of secondary school) and you wish to work between academic years, you must have written permission from:

- your parents, and
- (if you are under 18 years of age) your school.

Restrictions on type of employment

People who hold student visas may not be self-employed, provide commercial sexual services, or operate or invest in a business of prostitution.

Applying for a variation of conditions after you have your visa

If you already have a student visa you can apply for a variation of conditions to allow you to:

- work during or between the academic years, or
- change the course you are studying and/or the education provider (see below).

You will need to complete the form *Application for Variation of Conditions or a Variation of Travel Conditions (INZ 1020)*. You will have to pay a fee if you are applying for a variation of conditions when you already have a visa to study.

For more information, see:

- our *Fees Guide (INZ 1028)*
- our website www.immigration.govt.nz/fees.

Changing course of study and/or education provider

If you wish to change your course of study and/or education provider you must **first obtain a variation of conditions** (or a further student visa). You may be required to provide evidence to demonstrate that you continue to meet student instructions.

If you withdraw from your course of study and/or education provider before obtaining authority to do so, you will be in breach of your visa conditions. Applicants who breach their visa conditions may not ordinarily be granted further visas (or a variation of conditions) and may be liable for deportation and required to leave New Zealand.

Exchange students

Students who are in New Zealand to study under an exchange programme approved by the New Zealand Government require a student visa, but do not have to pay course fees.

For more information, contact an exchange scheme provider. You can find a list of providers on the Ministry of Education's website www.minedu.govt.nz.

How much money do you need when you are in New Zealand?

You will need to show us that you can support yourself financially while you are in New Zealand (see 'Evidence of financial support' in Completing Section G: Financial support while you are in New Zealand). You will also need to show us that you have:

- a ticket for your travel out of New Zealand (or the money to buy one)
- paid your course fees.

How much does a student visa cost?

For information about fees:

- see our *Fees Guide (INZ 1028)*
- see our website www.immigration.govt.nz/fees
- contact your nearest INZ office.

Our New Zealand branches do not accept cash. Most of our branches outside New Zealand do not accept cash.

Who can you include in your application?

You cannot include anyone else on your application form. If your partner, your children, your parent/legal guardian, or anyone else will accompany you to New Zealand, they must apply separately for the type of visa they require.

Do you have to be accompanied by a parent or legal guardian?

If you are aged 17 or under you may have to be accompanied by your parent or legal guardian. (See 'Does your parent or legal guardian have to accompany you?' in Completing Section H: Your parent or legal guardian.)

Will you be eligible for publicly-funded health care in New Zealand?

Student visa holders are not generally eligible for publicly-funded health and disability services.

People covered by New Zealand's reciprocal health agreements with Australia and the United Kingdom are entitled to publicly-funded health care for immediately-necessary medical treatment only.

If you seek health care when you are in New Zealand you should carry your passport so that health providers can check whether you are eligible for publicly-funded health care. We strongly recommend that you arrange comprehensive health insurance for your stay in New Zealand.

For more information about health services, see the Ministry of Health website www.moh.govt.nz.

Interim visas

If you are currently in New Zealand, hold a valid temporary visa and have an application for a student visa being considered by INZ, you may be eligible for an interim visa. We will make a decision on whether to grant you an interim visa close to the day your current visa expires and will inform you by email or letter. You cannot apply for an interim visa, and there are no fees or forms for interim visas.

There is no guarantee that you will be granted an interim visa and if you are the conditions (including whether or not you can study) will depend on the type of visa you hold and the type of application you have made. Interim visas do not have travel conditions and are valid for

a maximum of six months or until a decision is made on your application – whichever is earlier.

Can you work in New Zealand after completing your studies?

You may be eligible to work in New Zealand once you have completed your studies. You will need to apply for a work visa.

Applying for a work visa under the Graduate Job Search Instructions

If you do not yet have a job offer, you may apply for a visa under the Graduate Job Search Work Instructions. Visas granted under these instructions are valid for up to 12 months and allow you to work in a temporary job while you look for a job in your field.

To be eligible for a work visa under our Graduate Job Search Instructions you must:

- have successfully completed a New Zealand qualification that qualifies for points under the Skilled Migrant Category of Immigration New Zealand's Residence Instructions
- have recently finished your qualification, and apply no later than three months after the end date of your student visa for that qualification
- show that you have at least NZ\$2,100 to support yourself financially.

Applying for a Graduate Work Experience visa when you have finished studying and you have a job offer

If you have an offer of employment relevant to your qualification, you may apply for a Graduate Work Experience visa under the Study to Work Instructions. This work visa may be valid for a maximum period of:

- two years, to obtain practical experience suitable to your qualification; or
- three years, if you are working towards obtaining a membership or registration from a New Zealand professional association which requires more than two years of relevant practical work experience.

To be eligible for a work visa under our Study to Work Instructions you must:

- have successfully completed a qualification in New Zealand that would qualify for points under the Skilled Migrant Category
- have evidence of an offer of employment relevant to the course or qualification you have completed
- have (a) recently finished your qualification, and apply no later than three months after the end date of your student visa for that qualification, or (b) hold a graduate job search work visa.

If you are working towards obtaining a membership or registration from a New Zealand professional association (such as the New Zealand Institute of Chartered Accountants or the New Zealand Registered Architects Board), and are therefore applying for a three-year work visa, you must also:

- have evidence that such membership or registration is a requirement for you to fully perform your professional duties
- have evidence that the employment is considered relevant practical experience by the professional association including, but not limited to, documentation from the professional association, or from the employer, stating how the employment meets the requirements set by the professional association
- have a New Zealand qualification that meets the requirements for registration or membership of the professional association.

For more information see:

- our website www.immigration.govt.nz
- our *Work Visa Guide (INZ 1016)*.

Importing your car, boat, and/or household items

You may be able to bring your car, boat, and/or household items to New Zealand free of Customs charges. For detailed information on restrictions, and to find out if you must pay Customs charges, see the New Zealand Customs Service website www.customs.govt.nz. For enquiries, email feedback@customs.govt.nz, or telephone:

- 0800 428 786 (within New Zealand)
- +64 9 300 5399 (outside New Zealand).

GUIDE TO COMPLETING THE APPLICATION FORM

About the application form

To apply for a student visa, or a limited visa to study, or a further limited visa to study you must complete and sign the form *Student Visa Application (INZ 1012)* and send it to us with:

- the application fee
- all the documents we need to assess your application.

If you do not include everything we need, we will not process your application and will return it to you.

Translations of documents

If you provide a translation, it must:

- be in English; and
- be accompanied by the original document or a certified copy; and
- not be made by you, any of your family members or an immigration adviser assisting with your application; and
- be certified as a correct translation made by a person familiar with both languages and competent in translation work; and
- be on the official letterhead of the translation business (if applicable); and
- have the stamp or signature of the translator or translation business; and
- be paid for by you.

Translations may be prepared by:

- the Translation Service of the New Zealand Department of Internal Affairs; or
- reputable people within the community who are known to translate documents accurately; or
- embassies or high commissions (if the translation is endorsed with the appropriate embassy or high commission seal); or
- any other private or official translation business.

Completing Section A

Personal details

Passport photographs

You must attach two passport-size photographs to the form at the section indicated. The photographs must be original, and taken within the last six months. The size of the photographs should be about 45 mm by 35 mm. The photographs should be in good-quality colour (not black and white).

A3 Other names you are known by or have ever been known by

This includes your birth name, your name from marriage or from adoption, or your English name.

A4 Your name in ethnic script

If you ever write your name using another script (writing system), for example Japanese, Korean, Chinese, Greek, Arabic or Cyrillic, please write that at question **A4** on your application form.

A8 Passport details

The passport details must be those of the passport or travel document you will use to travel to and from New Zealand.

You must send your passport or travel document with your application. It must be valid to at least three months past the date you plan to leave New Zealand.

A11 Partnership status

You have the following options for your partnership status.

- Married/in civil union (a civil union is a legally recognised union of a couple of the same or opposite sex, with rights similar to those of marriage)
- Never married/never in civil union
- Partner (this includes being in a de facto partnership)
- Separated (this includes being separated from a civil union)
- Engaged
- Widowed
- Divorced (this includes having a dissolved civil union).

You must choose the option that describes your current, or most recent, partnership status.

Completing Section B Contact details

B5 An agent can be any person who assists you with your application. It could be a lawyer, immigration adviser, translator, friend or family member.

B6 Online enquiries

You can check the progress of your application online by registering for our online enquiry system.

By ticking this option you will also be advised by email when your application has been decided.

This facility is only available for applications lodged at an INZ office listed in the 'For more information' section of this guide. If you elect an adviser to act on your behalf your adviser will be sent instructions for making an online enquiry.

Completing Section C Your health

You may need to provide us with a medical certificate to show that you meet our acceptable standard of health. What you must provide depends on:

- whether you have recently sent a medical certificate with another application
- how long you intend to spend in New Zealand
- what countries you have previously lived in or visited.

Note that children under 11 years of age and pregnant women are not required to have an X-ray, unless a special report is needed.

C5 Do you intend to study in New Zealand for less than six months?

If you intend to stay in New Zealand for less than six months in total, you do not need to provide a medical certificate.

C6 Have you previously sent a medical certificate to Immigration New Zealand?

- ↓ If you have sent a medical certificate to Immigration New Zealand and it has been completed and dated by a medical practitioner within the last 36 months, you do not need to send another medical certificate with this application. We will tell you if we need any further information, such as tests, reports, or an updated medical certificate.

C7 How long do you intend to stay in New Zealand?

We need to know how long you are spending in New Zealand in total so that we can decide whether you need to send a medical certificate, and which certificate you need to send.

More than six months but not longer than 12 months

If you intend to stay in New Zealand for more than six months but not more than 12 months in total, you may have to provide an *X-ray Certificate for Temporary Entry (INZ 1096)*.

More than 12 months

If you intend to stay in New Zealand for more than 12 months, you must complete a *Medical and Chest X-ray Certificate (INZ 1007)*. Note that children under 11 years of age and pregnant women are not required to have an X-ray, unless a special report is needed.

If you are already in New Zealand, and you are applying for a further visa, you need to include the time you have already spent in New Zealand, as well as the time you intend to study here, to decide whether or not you need to complete a medical certificate.

Example *You have been in New Zealand on a visitor or student or work visa for seven months, and you wish to complete a six-month course. This will mean a stay in New Zealand of more than 12 months in total.*

C9 If you are coming to New Zealand for more than six months but not more than 12 months you must answer these questions. See the list below, and then read the examples to help you decide if you need to provide us with an *X-ray Certificate for Temporary Entry (INZ 1096)*.

↓

C10

COUNTRIES, AREAS, AND TERRITORIES WITH A LOW INCIDENCE OF TUBERCULOSIS (TB)

Andorra	France	Netherlands
Antigua and Barbuda	Greece	New Zealand
Australia	Germany	Norway
Austria	Grenada	Oman
Barbados	Iceland	Puerto Rico
Belgium	Ireland	Saint Kitts and Nevis
Bermuda	Israel (including the Occupied Palestinian Territory, and including East Jerusalem)	Saint Lucia
British Virgin Islands	Italy	San Marino
Canada	Jamaica	Slovenia
Cayman Islands	Jordan	Sweden
Chile	Lebanon	Switzerland
Costa Rica	Libyan Arab Jamahiriya	Trinidad and Tobago
Cuba	Liechtenstein	Turks and Caicos Islands
Cyprus	Luxembourg	United Arab Emirates
Czech Republic	Malta	United Kingdom
Denmark	Monaco	United States of America
Dominica	Montserrat	United States Virgin Islands
Finland	Netherlands Antilles	Vatican City

C9 If you are from a place on the list above, go to **C10**.

If you are from a place **not** on the list above, you must complete an *X-ray Certificate for Temporary Entry (INZ 1096)*. See example 1.

Example 1 *You hold a Chinese passport and you live in China, which is not on the list above. This means that you must complete an X-ray Certificate for Temporary Entry (INZ 1096).*

C10 You do not have to provide an *X-ray Certificate for Temporary Entry (INZ 1096)* if:

- you normally live in one of the places on the list above, and
- you have not spent a total of three months or more in the past five years in a place that is **not** on the list above. See example 2.

Example 2 *You hold a French passport and you live in France, which is on the list above. You have not spent more than three months in a place that is not on the list. You do not need to provide an X-ray Certificate for Temporary Entry.*

You do have to complete an *X-ray Certificate for Temporary Entry (INZ 1096)* if you are from one of the places on the list above, but you have spent a total of three months or more in the last five years in a place that **is not** on the list above. See example 3.

Example 3 *You hold a British passport and you live in the United Kingdom, which is on the list above. However, in the last five years, you spent five weeks in Thailand and eight weeks in Fiji. Thailand and Fiji are not on the list above, and you have spent a total of at least three months in a place which is not on the list above.*

You must complete an *X-ray Certificate for Temporary Entry (INZ 1096)*.

Completing Section D Your character

D2 Have you been excluded (refused entry) from any country?

You should tick 'yes' if you have had a visa application declined by any country, or if you have been refused entry to a country at the border.

D3 Police certificates you must provide

↓ You may need to provide us with police certificates to show that you are of good character and do not pose a potential security risk. The evidence of your character you need to show us depends on:

- D8**
- how long you intend to spend in New Zealand for your course of study
 - your age
 - if you have recently sent police certificates with another application.

D3 Do you intend to study in New Zealand for 24 months or longer?

If you don't intend to be in New Zealand for 24 months or longer, you do not have to provide us with police certificates.

D4 Are you 17 years or over?

If you are younger than 17 years you do not have to provide us with police certificates.

D5 Have you submitted a police certificate with another Immigration New Zealand application?

If you have submitted a police certificate to Immigration New Zealand and it was issued within the last 36 months, you do not need to send another police certificate with this application. We will tell you if you need to provide any updated information or an updated police certificate.

D7 You must provide evidence about your character

You must send a police certificate from:

- your country of citizenship, and
- any country in which you have lived for five years or more since the age of 17 years.

For more information, see our website www.immigration.govt.nz/policecertificate.

D8 If you have not provided all of the police certificates required, please explain why.

You must explain why you have not provided all of the police certificates we require. It may be because you are a citizen of a country but have never lived there. You should tell us the name of the country, if this is the case.

Completing Section E Your visa

E1 Applying for a student visa

You should apply for a student visa if:

- you are outside New Zealand, and
- you want to come to New Zealand to study full time for longer than three months.

or

- you are already in New Zealand, and
- you hold a work visa or a visitor visa, and
- you want to study full time.

If you already have a student visa, and you want to study full time after your current student visa expires, you should apply for a further student visa by ticking 'Applying for a student visa'. Make sure you allow enough time for us to make a decision on your application before your current visa expires. If your visa expires, you may not be allowed to stay in New Zealand even though you may have applied for a further visa.

Note that when you are granted a student visa it will usually include multiple-entry travel conditions, so you will be able to leave and re-enter New Zealand before you complete your course of study.

Applying for a limited visa

Read 'Applying for a limited visa' in the General Information section before you apply for a limited visa.

You should apply for a limited visa if:

- you are outside New Zealand, and
- you need a limited visa to travel to New Zealand for an 'express purpose'.

You must list the reasons why you need a limited visa.

Applying for a further limited visa

Read 'Applying for a limited visa' in the General Information section before deciding to apply for a further limited visa.

You can apply for a further limited visa if:

- you are in New Zealand, and
- you already hold a limited visa that will not last long enough for you to achieve the 'express purpose' that the visa was granted for.

You must list the reasons why you need a limited visa.

E2



E3

For more information refer to 'Can you work while holding a student visa' in the General Information section on page 4.

Completing Section F Your course of study

Dependent children with domestic student status do not have to complete this section (see 'Dependent children with domestic student status' in Completing Section H: Your parent or legal guardian). Partners of work visa holders do not have to complete this section. Partners of New Zealand citizens and residence class visa holders must complete this section. See 'Partnership-based applications' in Completing Section I: Dependent children of Essential Skills work visa holders. All other applicants must complete this section, and show evidence about your course of study.

F5

You must show that you have been offered a place or hold a confirmation of enrolment at a New Zealand education provider.

The offer of a place must also include a declaration from the provider that an assessment has been carried out (or will be if not already done so) to ensure that you meet the competencies required for the course and that the course matches your career intentions.

F6

You must show that you have paid the course fees, you are exempt from paying the course fees, or you will need to provide evidence that you have paid the course fees after the application is approved in principle. If you have been accepted on an approved student exchange scheme, attach evidence from the scheme organiser that you have been accepted.

Note that only applicants who have not completed, or will not be completing the course endorsed on their student visa, and who wish to change their course and/or education provider may provide evidence that they have paid their course fees after the application is approved in principle. For example, a year 13 student who is progressing onto tertiary studies will need to provide evidence that they have paid the course fees.

F7 If you already hold a student visa and you are applying for a further student visa, you must also send evidence of:

- your previous student performance
- satisfactory attendance (you must attend at all times as required), and
- your progress, which will be primarily determined by your education provider against its own academic policies.

Please send only photocopied evidence of student performance, attendance, and progress. Do not send original documents.

Completing Section G Financial support while you are in New Zealand

People applying for a student visa on the basis of their partner's immigration status (this includes partners of New Zealand citizens and residence class visa holders and partners of some work visa holders) do not have to complete this section. See 'Partnership-based applications' in Completing Section I: Dependent children of Essential Skills work visa holders. Dependent children with domestic student status do not need to show how they will be supported in New Zealand but must provide evidence of having domestic student status (see 'Dependent children with domestic student status' in Completing Section H: Your parent or legal guardian). All other applicants must complete this section, and show how they will be supported in New Zealand.

G1 Evidence of financial support

All applicants for student visas must provide evidence they have sufficient funds available to maintain themselves throughout the period of their stay in New Zealand. You can show us that you have:

- a sponsor (a person, an organisation, or a government agency who has agreed to accept financial responsibility for you while you are in New Zealand), or
- a guarantee of financial undertaking, or
- enough money to support yourself while in New Zealand.

Sponsorship

Sponsorship requirements are detailed in the *Sponsorship Form for Temporary Entry (INZ 1025)*. If you have a sponsor, they must complete the form and you must send it with your application form.

Financial undertaking

A financial undertaking can be provided by a third party.

If the third party is a person, they must be a relative or a friend.

If not a person (ie an entity), an individual must be nominated as an authorised contact.

They must complete the form *Financial Undertaking for a Student (INZ 1014)* and you must send it with your application form.

Bona fide requirements

Both sponsors and third parties providing the financial undertaking must satisfy an immigration officer that they genuinely intend to meet their financial obligations and hold sufficient funds for each student they are supporting.

Own funds

If you intend to support yourself, the evidence we need depends on how long you will be studying in New Zealand.

If you will be studying for less than 36 weeks, you need to provide evidence of funds of NZ\$1000 for each month of study.

If you will be studying for 36 weeks or more, you need to provide evidence of NZ\$10,000 for each year of study.

What type of evidence of funds is acceptable?

Acceptable evidence of your funds includes photocopies of:

- travellers' cheques, or
- bank drafts, or
- letters of credit, or
- bank statements in your name, going back at least six months. You may be asked to provide evidence of the source of funds for deposits of NZ\$1000 or more.

G2 Arrangements for outward travel

You also need to provide evidence that you have the financial means to leave New Zealand before your student visa expires. You can do this by providing evidence that:

- you have a fully-paid travel ticket out of New Zealand, or
- you have sufficient funds to purchase one, or
- someone else (for example a guarantor or sponsor) has agreed to buy you an outward travel ticket.

G3 Accommodation

Students aged 18 or over do not need to provide evidence of their accommodation in New Zealand.

If you are 17 or under, your education provider must provide confirmation in writing that your accommodation arrangements are acceptable under the Code of Practice for the Pastoral Care of International Students. This confirmation could be on your offer of place or on a separate letter from your education provider.

You must not send:

- cash
- original evidence of funds, or
- original travel tickets.

Completing Section H Your parent or legal guardian

You must complete Section H: Your parent or legal guardian of the *Student Visa Application (INZ 1012)* and show us evidence about your legal guardian if you are:

- a student who is required by immigration instructions to be accompanied by a legal guardian (see 'Does your parent or legal guardian have to accompany you?', below)
- a student aged 14 to 17 years (inclusive), or you are enrolling in school years 9 to 13, and you choose to be accompanied by a legal guardian
- a dependent child with domestic student status (see 'Dependent children with domestic student status', below).

Does your parent or legal guardian have to accompany you?

Your legal guardian **must** accompany you to New Zealand if any of the following apply.

- You are enrolled in year 8 or below in a school.
- You are aged 13 or under and enrolled in a private training establishment.
- You are aged 17 or under and enrolled in year 8 or below, and your school or education provider requires your legal guardian to accompany you.

You **do not** have to be accompanied by a legal guardian if any of the following apply.

- You are a domestic student (see 'Dependent children with domestic student status', below).

- You are enrolled in a school hostel approved by the Ministry of Education.
- You are enrolled in year 7 or year 8 in a school that has prior programme approval from the Ministry of Education.
- You are between 11 and 13 years old and enrolled in a private training establishment that has prior programme approval from the Ministry of Education.

Your parent or legal guardian cannot apply with you on your application form. They must apply separately for the type of visa they need. They may apply for a visitor visa, to allow them to live with you and care for you in New Zealand.

Your parent or legal guardian must live with you while you are studying, and cannot leave New Zealand without you. If you and your legal guardian do not meet these conditions, we may withdraw your student visa and your guardian's visitor visa.

Dependent children with domestic student status

You are considered to be a domestic student if your parent or legal guardian is one of the following.

- A New Zealand citizen (and the Department of Internal Affairs is considering your application for New Zealand citizenship).
- A New Zealand residence class visa holder (and Immigration New Zealand is considering your application for New Zealand residence).
- A student in New Zealand under an exchange programme approved by the New Zealand Government.
- The holder of a valid work visa (except visas granted under Recognised Seasonal Employer (RSE) Work Instructions or Crew of Foreign Chartered Fishing Vessels Instructions).
- An overseas student enrolled in a Doctor of Philosophy (PhD) programme in a New Zealand university.
- The holder of a New Zealand Aid Programme (including Commonwealth) Scholarship.

If you are a dependent child with domestic student status you do not have to provide us with financial or enrolment details (at Section F: Your course of study and Section G: Financial support while you are in New Zealand).

What type of evidence do we need about your legal guardian?

You must provide evidence that your legal guardian cares for you in your home country, such as:

- documents that show they have paid for your education
- educational records or documents that show they are responsible for your education
- your legal guardian's passport or residency document to show that you have been living with them in your home country.

You should also provide evidence of your guardian's legal right to provide care for you, such as:

- your birth certificate or adoption papers (if they are your parent)
- court documents (if they are a court-appointed guardian)
- relevant legal documents if they are a testamentary guardian (that is, they were named as guardian in your parent's will, and your parent is deceased).

Completing Section I

Dependent children of Essential Skills or Religious Worker work visa holders

If one of your parents holds a work visa granted under Religious Worker instructions:

- your visa may be sponsored by the organisation sponsoring your parent's visa, or
- you will need to provide evidence that your parents' combined income from salary or wages meets the minimum income threshold.

If one of your parents holds an Essential Skills work visa you will need to provide evidence their wage or salary meets the minimum income threshold.

If both your parents hold Essential Skills work visas, both wages or salaries may be taken into account when determining if the minimum income threshold is met.

The minimum income threshold is NZ\$33,675 per annum gross.

Acceptable evidence includes original or certified copies of an employment agreement and/or a description of the work with salary or wages equal to or higher than the minimum income threshold.

Note: if the minimum income threshold is not met your student visa application may be declined.

Completing Section J Partnership Instructions

You must complete Section J: Partnership Instructions of the *Student Visa Application (INZ 1012)* and show us evidence about your partner if you are applying for a student visa on the basis of your partner's immigration status.

In relation to an applicant, a partner means either legally married, or in a civil union, or in a de facto relationship, whether opposite or same sex.

Partners of New Zealand citizens and residence class visa holders

A partner of a New Zealand citizen or residence class visa holder can apply for a student visa for the length of their course.

In addition to the requirements for all partners set out below, your partner must be eligible to support an application for a residence class visa under Partnership Instructions (see the *Form for Partners Supporting Partnership-Based Temporary Entry Applications (INZ 1146)* for the definition of eligible partner).

Partners of holders of work visas or military visas

A partner of a person holding a work visa or military visa may apply for and be granted a student visa for the same period as their partner's visa.

See requirements for all partners below.

Note: Partners of people who obtained their work visa under any one of the following immigration instructions:

- Crew of Chartered Foreign Fishing Vessels
- Recognised Seasonal Employer (RSE) Work Instructions,

are not eligible for a student visa under this special category but may apply and be considered for a student visa under General Student Instructions.

Requirements for all partners

You must be living together in a genuine and stable partnership, and meet the minimum requirements for recognition of partnership. The minimum requirements for recognition of a partnership are that you:

- are both 18 years or older (or can provide evidence of parental/guardian/other consent if either of you are 16 or 17 years of age), **and**
- have met prior to your application being made, **and**
- are not close relatives (see Schedule 2 of the Marriage Act 1995 or Civil Union Act 2004. These Acts are available on the internet at www.legislation.govt.nz).

You will need to supply evidence that demonstrates you are living together with your partner in a genuine and stable partnership at the time your application is made as well as evidence of the duration of your relationship.

This evidence may include:

- a marriage certificate (where applicable)
- a civil union certificate (where applicable)
- evidence of shared accommodation, such as ownership or tenancy documents
- documents indicating public recognition of your relationship
- evidence of financial interdependence, such as joint bank accounts, joint assets, joint liabilities (such as loans or credit to purchase real estate, cars, major home appliances) and/or joint utilities accounts
- evidence of time spent together.

Requirements for all partners, apart from partners of military visa holders

Your partner must meet the character requirements for partners supporting partnership-based applications, or be granted a character waiver. Partners who do not meet the character requirements are any person who has been convicted in the seven years prior to the date the application is made of any offence of a sexual nature or involving domestic violence (see Schedule 3 of the Domestic Violence Act 1995, available on the internet at www.legislation.govt.nz).

You will also need to provide a *Form for Partners Supporting Partnership-Based Temporary Entry Applications (INZ 1146)* completed by your partner.

Assessing your application: bona fides

When we assess your application and the information you provide, we ensure that it meets all the requirements of the visa you are applying for. This includes the requirement to be 'bona fide', which means you genuinely intend to study.

When we assess if you are a bona fide student, we consider all of the information that we have. For example, we will consider:

- your personal circumstances, such as:
 - your family ties in your home country and New Zealand;
 - personal, financial, employment or other commitments in your home country and New Zealand;
 - any circumstances that might mean you may not want to return to your home country when any visa expires,
- information that we have about previous applications, such as whether you have previously overstayed or breached visa conditions,
- whether you have dependants who are unlawfully in New Zealand,
- your ability to leave or be deported from New Zealand to your country of citizenship.

INZ will consider all of the information you provide in support of your application but is not obliged to ask you for more. So, with evidence that you meet the particular requirements for the type of visa you are applying for, you should provide any evidence that you think demonstrates that you are a bona fide applicant.

For more information

If you have questions about any of the information in this guide:

- see our website www.immigration.govt.nz
- telephone our call centre on 0508 558 855 (within New Zealand)
- contact one of Immigration New Zealand's offices.

Immigration New Zealand has offices in Apia, Bangkok, Beijing, Dubai, Ho Chi Minh City, Hong Kong, Jakarta, London, Manila, Moscow, Mumbai, New Delhi, Nuku'alofa, Pretoria, Shanghai, Singapore, Suva, Sydney and Taipei.

Our New Zealand offices are located in Auckland, Henderson, Manukau, Hamilton, Palmerston North, Wellington, Christchurch, Queenstown and Dunedin.

You can also contact your nearest New Zealand Embassy or New Zealand High Commission.

newzealand.govt.nz