

Information for agents and partners – 2019

Contact details	
University website	www.auckland.ac.nz
Study Abroad Office	<p>Sherry Fan International Office Email: studyabroad@auckland.ac.nz Phone: +64 9 9231969, +64 9 3734371</p> <p>Physical Address (for courier): Postal address: Alfred Nathan House Private Bag 90219 24 Princes Street Auckland 1142 Auckland 1010</p>
Study Abroad website	www.auckland.ac.nz/studyabroad

Semester dates	Summer School	Semester One 2019	Semester Two 2019
Lectures incl. exams	7 January – 20 February	4 March – 1 July	22 July – 18 November
Academic dates	www.auckland.ac.nz/dates		

Orientation	Summer School	Semester One 2019	Semester Two 2019
Orientation	7 January	25 February	17 July
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 2019 (includes student services fee)	<p>NZ\$12,950 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.



<p>Language proficiency</p> <p>English language requirements</p>	<p>All applicants for whom English is a second language are required to provide evidence of their proficiency in the English language.</p> <p>The required score for exchange students is: IELTS (academic), total of 6.0, no band less than 5.5 (or equivalent*)</p> <p>*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</p>
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Programme	
<p>Academic programme for Study Abroad students</p>	<p>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.</p>

Application			
<p>Application deadline</p>	<p>Summer School 2019: 1 November 2018</p>	<p>Semester One 2019: 1 December 2018</p>	<p>Semester Two 2019: 1 May 2019</p>
<p>Entry requirement</p>	<p>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.</p>		
<p>Online application (for Agent Application Centre users)</p>	<p>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.</p> <p>Any documents that are not able to be uploaded online can be sent to studyabroad@auckland.ac.nz with the applicant’s name and ID number.</p> <p>Supporting documents required are:</p> <ul style="list-style-type: none"> • Copy of academic transcript in English, including all courses the applicant has taken • Copy of passport front page which is signed and stamped by home university (or notarised) • Proof of English language proficiency (if applicable) • Applicants must upload an ID card photo by themselves at https://campuscard.auckland.ac.nz. 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 must upload the documents listed below at the time of application:</p> <ul style="list-style-type: none"> • Copy of academic transcript in English, including all courses the applicant has completed and are in progress • Copy of passport front page which is signed and stamped by home university (or notarised) • Proof of English language proficiency (if applicable) • Applicants must upload an ID card photo by themselves at https://campuscard.auckland.ac.nz. For photo requirements please refer to www.auckland.ac.nz/idphoto
<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>
<p>Full-time study course load</p>	<p>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.</p>



Hours of study	<p>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.</p>
Course availability	<p>Course descriptions and schedules are published in early November for the subsequent year (Semesters One and Two).</p> <p>Brief course descriptions as well as information on course prerequisites and restrictions are available in our course catalogue www.auckland.ac.nz/sso-courseadvice.</p> <p>For more detailed course descriptions, please refer to relevant faculty websites.</p>
Academic Integrity Course	<p>Students starting a new programme at the University of Auckland (including study abroad students) will be automatically enrolled in the online Academic Integrity Course (ACADINT A01). This is a no-credit bearing course designed to increase student knowledge of academic integrity, university rules relating to academic conduct, and the identification and consequences of academic misconduct.</p> <p>Students are required to complete this course with 6 out of 6 in all modules to pass. Failure to complete the course will result in a Did Not Complete (DNC) grade on the official University of Auckland academic transcript.</p>
Course selection	<p>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.</p>
Subject specific course selection	<p>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.</p>



<p>Course restrictions (not available to study abroad and exchange students)</p>	<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 MAORITH 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.• Courses offered in the Faculty of Law - Part II courses, Part III yearlong courses and Part IV Advocacy, Mediation and Negotiation courses.• Policy 702• GLOBAL 100, GLOBAL 200 & GLOBAL 300
<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)• Biological Science, Psychology and Computer Science courses• 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>
<p>Learning disability services</p>	<p>Student Disability Services provides academic accommodations for students with specific learning disabilities. Study Abroad students who are affected by a learning impairment must apply for this before the semester start with the documents below:</p> <ol style="list-style-type: none"> 1. Letter/certificate to explain details of learning disabilities from the doctor or professional 2. Letter to explain details of the services they receive from a home university. <p>Students may be requested to sit a learning assessment upon arrival. For details, please contact disabilities@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 approved health and travel insurance (regardless of the visa type) for the duration of their visa or until they depart New Zealand, whichever comes first.</p> <p>The University of Auckland's preferred insurance policy for international students is Studentsafe-University. Please refer to Studentsafe University policy wording for full terms and conditions www.auckland.ac.nz/is-insurance.</p>
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	<p>The Studentsafe insurance fee will be charged to a student's account 48-72 hours after enrolment. The Studentsafe University insurance fee must be paid unless the University of Auckland approves the use of an alternative insurance provider. Students who have an <u>approved alternative insurance policy</u> may apply for the insurance charge to be waived.</p> <p>Insurance waiver applications must be received before the second Friday of the semester. If your policy is included in the University's <u>list of not approved insurance policies</u>, it will not be accepted and you will be required to pay for the Studentsafe Inbound University policy.</p> <p>If you have an insurance policy that is not on either approved or not approved lists of policies, then you are required to send your insurance policy documents for an assessment. You must apply for an alternative policy assessment at least four weeks prior to the semester start date. For more details, please refer to our website.</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>	<p>2019 Studentsafe-University premium per semester: Approx. NZ\$310 2019 Studentsafe-University premium full year: Approx. NZ\$620</p>
<p>Medications</p>	<p>Students can bring up to a three months' supply of prescription medication into New Zealand; for oral contraceptives, students can bring six months of medication. If students bring medication beyond this length of time, it is at the student's own risk as it could be taken away by New Zealand Customs Officials. Medication must be stored in its original container and should be accompanied with the prescription or a doctor's note. You must declare your prescription medicine on your arrival card. Students should make an appointment to see a doctor six weeks prior to their medication running out to ensure that they get a new prescription in time.</p>

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>
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Off-campus housing	<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>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: www.accommodation.auckland.ac.nz/advice or advisoryaccom@auckland.ac.nz</p>	
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 2019: Open on 1 August 2018 Close on 15 October 2018	Semester Two 2019: Open on 1 April 2019 Close on 1 May 2019
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	<p>Students can arrive in New Zealand any time before orientation, but within the limits of their visa.</p> <p>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.</p>	

Cost of living

Estimated living expenses (in NZD)	Students should expect to pay NZ\$7,000-\$10,000 per semester, based on 19 weeks (NZ\$361-526 per week) for accommodation and day-to-day living expenses, including meals. See more about the cost of living in Auckland here.	
On-campus accommodation (2019)	<p>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.</p> <p><i>*Fees are indicative only and are subject to change for 2019.</i></p>	



	Fees for specific halls of residences can be viewed at www.accommodation.auckland.ac.nz/fees
Off-campus accommodation (2019)	Flats (apartments) range from NZ\$195-360 per week excluding bond, utilities, etc. Homestays range from NZ\$300 per week (plus a NZ\$280 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\$35 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\$120 per week

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 .
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Travel within and outside the Auckland region

Visit [PURENZ \(www.newzealand.com\)](http://www.newzealand.com) to find out about the stunning adventure capital of the world.

The [Department of Conservation \(www.doc.govt.nz\)](http://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.biglittlecity.co.nz.