



THE LEARNING CONNEXION LTD

School of Creativity and Art

Enrolment Form 2015

Artwork by Zoe Knighton

(Please note: This application form must be filled out with a blue or black ball-point pen. All sections must be filled out.)

Your Programme Information

Have you studied at The Learning Connexion (TLC) before?

- No
- Yes

My last year at TLC was

My last TLC qualification was

I am enrolling in

- Certificate of Art and Creativity
- Diploma of Art and Creativity
- Diploma of Art and Creativity (Honours)
- Diploma of Art and Creativity (Advanced)
- Full-time Part-time

Full-time equates to 30 hours per week
Part-time equates to 15 hours per week

Start date **End date**

I will study

- On-site
- Distance study
 - From within New Zealand From overseas
- I would like to be on the Workroom

The Workroom allows you to send your work to your mentor digitally. The work you upload to the Workroom goes directly to your digital records.

Preferred method of receiving information relevant to my study

- Email or Post

For distance delivery students only

Do you have a space to make art?

- No Yes

Do you have facilities to view DVDs?

- No Yes

Do you have the ability to take photographs?

- No Yes

Do you have internet access?

- Yes, dial-up
- Yes, broadband
- No, I want to send and receive my programme work using postal/courier services

Please note that *special conditions apply for Distance Delivery students wishing to study computer graphics, video and film.

*For details please contact Admissions

Personal Details - Please print clearly

Title Miss Ms Mrs Mr

Other (specify)

Full legal last name

First name

Middle name

Preferred name

Gender

- Male Female

Date of birth

Country of birth

NSN

(National Student Number) if known

IRD number

If you do not intend to apply for a Student Loan, you do not have to provide us with your IRD number

Permanent address (cannot be a PO box number)

House/Flat no. & street

Suburb

City

Postal code

Country

Term address

(If different from above and cannot be PO Box number)

House/Flat no. & street

Suburb

City

Postal code

Country

Which is your preferred postal address?

- Term address Permanent address

Phone number Area code Number

Landline

Mobile

Email address

Emergency / Alternative contact

Name

Address

Personal Details - *continued*

Phone number

Email address

Relationship to you

Citizenship and Residency

Please select your citizenship status

New Zealand citizen (including students from the Cook Islands, Tokelau or Niue who hold New Zealand citizenship) OR

New Zealand permanent resident or

Australian citizen/permanent resident residing in New Zealand or

Other (please specify)

If you are a New Zealand or Australian permanent resident, or an Australian citizen, please specify in years and months how long you have resided in New Zealand with a residence class visa, or with Australian citizenship

Years Months

Ethnicity

Which ethnic group(s) do you belong to?

You may identify up to three

- | | |
|---|---|
| <input type="checkbox"/> NZ European/Pakeha | <input type="checkbox"/> Other European* |
| <input type="checkbox"/> New Zealand Maori | <input type="checkbox"/> Filipino |
| <input type="checkbox"/> Samoan | <input type="checkbox"/> Cambodian |
| <input type="checkbox"/> Cook Island Maori | <input type="checkbox"/> Vietnamese |
| <input type="checkbox"/> Tongan | <input type="checkbox"/> Other Southeast Asian* |
| <input type="checkbox"/> Niuean | <input type="checkbox"/> Chinese |
| <input type="checkbox"/> Tokelauan | <input type="checkbox"/> Indian |
| <input type="checkbox"/> Fijian | <input type="checkbox"/> Sri Lankan |
| <input type="checkbox"/> Other Pacific Peoples* | <input type="checkbox"/> Japanese |
| <input type="checkbox"/> British/Irish | <input type="checkbox"/> Korean |
| <input type="checkbox"/> Dutch | <input type="checkbox"/> Other Asian* |
| <input type="checkbox"/> Greek | <input type="checkbox"/> Middle Eastern |
| <input type="checkbox"/> Polish | <input type="checkbox"/> Latin American |
| <input type="checkbox"/> South Slav | <input type="checkbox"/> African |
| <input type="checkbox"/> Italian | <input type="checkbox"/> Other* |
| <input type="checkbox"/> German | <input type="checkbox"/> Not Stated |
| <input type="checkbox"/> Australian | |

*Other – please specify

Iwi

If you identified your ethnicity as New Zealand Maori, please state the name of your iwi (tribe) and/or rohe (region)

You may identify up to three

Iwi/Rohe 1

Iwi/Rohe 2

Iwi/Rohe 3

Is English your first language? Yes No

About You

What was your main activity or occupation in New Zealand on 1st October 2014?

Please select one

- Secondary school student
- Non-employed or beneficiary (excluding retired)
- Wage or salary worker
- Self-employed
- University student
- Polytechnic student
- College of Education student
- House-person or retired
- Overseas (irrespective of occupation)
- Private Training Establishment student (e.g. TLC)
- Wananga student

Secondary school

Please select one

- I did not attend secondary school
- I attended a secondary school in New Zealand

Please state name of school

- I attended secondary school overseas

Please state name of school

When was your last year at secondary school?

What was your highest level of qualification?

- No formal secondary qualification
- 14 or more credits at any level
- NCEA Level 1 or School Certificate
- NCEA Level 2 or 6th Form Certificate
- NCEA Level 3 or Bursary or Scholarship
- University Entrance
- Overseas qualification

(Includes International Baccalaureate and Cambridge exams)

Please specify overseas qualification

Tertiary Study

Will this be the first year you have enrolled in a university, polytechnic, college of education, private training establishment or wananga whether in New Zealand or overseas since leaving school?

(Do not include enrolments in STAR, community or hobby classes)

- Yes No

Please give the name of the institution

Please give the year of the enrolment

Qualifications gained

Health

This information will remain confidential to relevant TLC staff. It is used for government statistical purposes and to enable us to understand your requirements and to offer any extra support where we can assist.

Do you have any existing allergies, medical, mental, or physical illness or impairment?

- No Yes

- My condition/disability affects my sight
- I am hearing impaired or deaf
- My condition/disability affects my mobility
- I have a mental health disability
- I have a learning impairment
e.g. dyslexia, dyspraxia
- Other

If you have ticked Yes or Other please tell us about your condition.

In addition to your creative studies, we offer learning support in numeracy, literacy and other needs such as dyslexia.

- I would like to be contacted by Learning Support

Goals/Background

What would you like to achieve from your studies at TLC? This will be your 'over-arching' programme goal

Please give an account of your art background (if any), including subject interests, media used and any art-related short classes taken (i.e. weekend, evening classes)

Goals/Background - continued

Please list any further information that may be of benefit for TLC to know about you (optional)

Will you be actively engaged in work/looking after a family while you are studying with us?

- No Yes
- Part-time work
 - Full-time work
 - Looking after a family

Fees for 2015

For students who are New Zealand citizens or permanent residents or Australian citizens residing in New Zealand

Select the programme **fee** that applies to your situation

Certificate of Art and Creativity – Level 4

- Full-time (6 months): \$2,650
- Part-time (1 year): \$2,650

Diploma of Art and Creativity – Level 5

Diploma of Art and Creativity (Honours) – Level 6
Diploma of Art and Creativity (Advanced) – Level 7

- Full-time (1 year): \$5,095
- Part-time (2 years): \$2,545 per year (reviewed annually)

Select payment type

- Student loan
New Zealand residents and Australian citizens who intend to pay their tuition costs by Student Loan must have resided in New Zealand for at least 2 years before enrolment
- Cash
- Cheque
- Bank draft
- Internet payment
- Automatic payment instalments
(NB: 10% of cost of credit is added. AP forms will be sent to you)
- Credit card Please provide details below

Name on card

Card number

Expiry date

Fee Payment: Fee payment is to be arranged or paid in full to THE LEARNING CONNEXION LTD before the programme start date.
Protection Policy: All tuition fees (or funds of an equivalent value) are held in a NZQA approved Trust account.
Note: Fees are subject to change without notice.

Identification

To qualify as a *domestic student*, and so be entitled to the government tuition subsidy, you must be:

- A citizen of New Zealand (including students from the Cook Islands, Tokelau, or Niue who have New Zealand citizenship), or
- A permanent resident of New Zealand, or
- A citizen or permanent resident of Australia residing in New Zealand

All *new* students must provide evidence of citizenship or permanent residency and to do so you must produce one of the following:

- Birth certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue
- An assertion through RealMe® that you were born in New Zealand (prior to 2005)
- New Zealand passport
- A statement of whakapapa, including date of birth, countersigned by a kaumatua
- Certificate of citizenship or letter of confirmation
- Overseas passport with residency stamp
- Australian students who are living in New Zealand must supply one of the following documents: birth certificate, Australian passport, or a current Returning Resident's Visa if you are an Australian permanent resident

You can bring the original documentation to the Admissions office, alternatively please provide a verified copy. This means a photocopy of your original document, signed as being a true and accurate copy by a Justice of the Peace (JP), Barrister or Solicitor, Notary Public, Court Registrar or Deputy Registrar, Member of Parliament, Land Transport New Zealand, Public Trust, or local authority employee designated for this purpose. When a learner is in a remote community and unable to access a person listed in the Oaths and Declarations Act, please ask Admissions for advice.

- Name change** - If your name on your form of ID differs from the name you have now, please provide documentation of the change e.g. a marriage certificate, deed poll or other proof of name change. This must be the original or a verified copy (see above). Scanned and emailed copies are not acceptable.
- One more document**, not more than 3 months old, that helps to verify who you are and where you live, e.g. a power or phone bill, a bank statement or letter to you with your name and address printed on it. Scanned and emailed copies are not acceptable.

Declaration

- In signing this enrolment form I undertake to pay all fees as they become due and to meet any late fees and collection charges associated with debt recovery. The Learning Connexion Ltd's policy on withdrawal and refund fees may be obtained from the Enrolments Officer.
- I agree to comply with the published rules and policies of The Learning Connexion Ltd with regard to attendance, academic progress, health and safety, and behaviour (see <http://tlcstudents.ac.nz/help/policy-and-protocol>).

I have received information to my satisfaction on the following:

- Cost of tuition and all other programme related costs
- Application requirements and procedures
- Conditions of acceptance
- Withdrawal and refund conditions
- Information on facilities, equipment and staffing
- Information on the programme and qualifications offered by The Learning Connexion Ltd

By enrolling with The Learning Connexion I agree that:

- I will receive The Learning Connexion email newsletter (TLC Xpress) if I have provided an email address.
- Art work created during my study may be reproduced by The Learning Connexion Ltd for publicity and educational purposes. Individual works will be exempted by submitting a request in writing to the Audio Visual Department.

Check the student website for further information about reproduction of your work.

All Students Sign Here

I declare that to the best of my knowledge all of the information supplied on, and with, this enrolment form is true and complete.

Student's signature
Date

If student is under 18 years old and studying in their home country with verified proof of guardianship:

Parent's/Guardian's signature
Date

Verified proof of guardianship I am providing:

TLC Ltd representative
Date

Have You...?

- Filled in all the required questions in this form?
- Attached your verified I.D., proof of address and other documents if required? (new students only)
- Enclosed or emailed us 6 photos of your creative projects if you are enrolling for the Certificate of Art and Creativity?
- Sent us your portfolio if you are enrolling for a Diploma level programme?

Confirmation of enrolment at The Learning Connexion Ltd will be sent to you upon receipt of the above forms and documentation. If you have any questions, please do not hesitate to contact Admissions.

To Note

Additional programme benefits:

Once enrolled and fees are fully paid, all students (except international students) will receive:

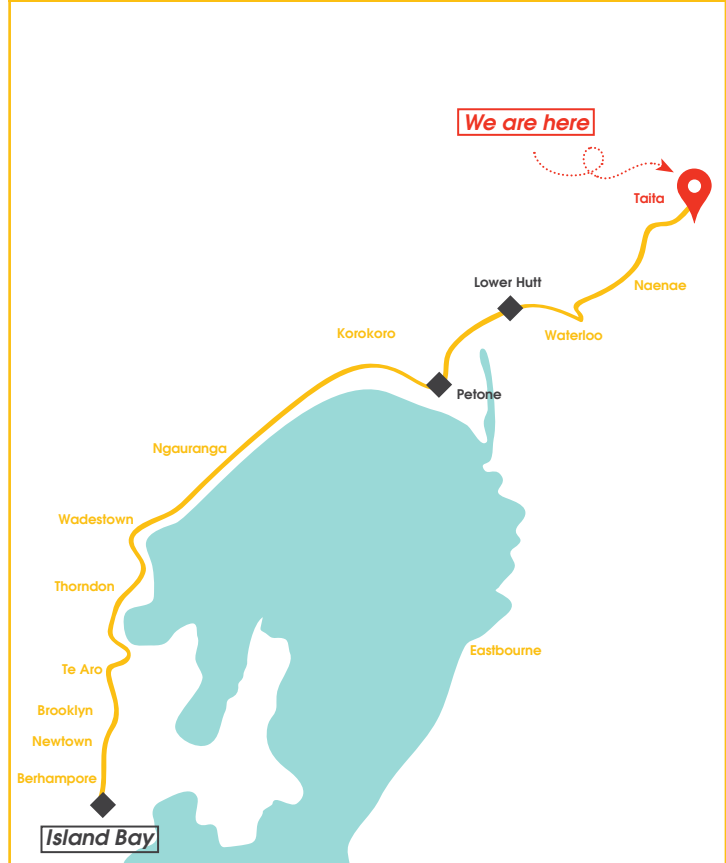
- Certificate of Art and Creativity: Starter kit of materials worth \$200
- Diploma of Art and Creativity, including Honours and Advanced: \$200 (Full-time students), \$100 (Part-time students) credit per year at the TLC Materials Shop

Office Use Only

Office use only

- Fee waived Restart fee applies
- Fee difference \$ _____

The Learning Connexion Bus Route



Please visit our website for more details about The Learning Connexion Bus.

**THE LEARNING
CONNEXION LTD**
School of Creativity and Art

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