



APPLICATION FORM

WHO SHOULD COMPLETE THIS FORM?

This form is for students enrolling in the postgraduate programmes operated by Laidlaw-Carey Graduate School.

Each application incurs an Application Fee (non-refundable) of \$50.00 (for those who submit early applications) or \$100.00 (for those who apply by the Final Deadline). Please ensure that you include it with this application.

APPLICATION DEADLINES

	Semester 1	Semester 2	Fee
Early Deadline	30 Nov 2011	30 May 2012	\$50
Final Deadline	20 Jan 2012	20 June 2012	\$100
International Applicants	01 Nov 2011	01 Apr 2012	\$50

Please complete all sections of this application in pen and return it as soon as possible to the Academic Coordinator (contact details on the back page). If you are unclear about any aspect of this application, please contact us. Incomplete applications cannot be processed.

SECTION ONE: PERSONAL DETAILS

Title (*Mr, Miss, etc*) Surname/Family name

First name(s)

Preferred first name Other names (*eg, maiden*)

Date of birth Day Month Year Gender (*please tick*) Male Female

Postal address

Post code

Mobile no. Phone no.

Work no. Email address

The following information will help us locate you on our database:

Have you done any previous study with Laidlaw College, BCNZ or Masters Institute? Yes No

If you were given a student ID number, please specify it here:

Citizenship

Tick the box which best describes your citizenship or permanent residency status.

Please attach a certified copy of your birth certificate, passport, residency certificate or citizenship certificate.

NZ citizen (*incl. Niue, Tokelau, Cook Islands citizens*) NZ permanent resident Australian citizen

If none of the above: What is your country of citizenship?

What type of visa/permit do you have? When does your visa/permit expire?

Ethnicity

What ethnic group do you belong to?

(You may write up to three groups. Ethnicity details are used for Ministry of Education and Laidlaw College statistics only.)

If New Zealand Maori please identify your iwi below. You may identify two to three, or if you don't know your iwi, please write 'don't know'.

.....

.....

Emergency Contact Person Details

Title (*Mr, Miss, etc*) Surname/Family name

First name(s)

Relationship to applicant Gender (*please tick*) Male Female

Postal address

Post code

Mobile no. Phone no.

Work no. Email address

SECTION TWO: PROGRAMME OF STUDY

In which semester do you wish to begin study?

Semester One (February) Semester Two (July)

What will your study status be?

Full-Time Part-Time

How long do you intend to study at Laidlaw College?

In which year do you wish to begin study?

Intended Programme of Study

Which programme of study are you intending to undertake? (please tick one box)

Master of Theology (MTh) Doctor of Philosophy (PhD)
 Master of Philosophy (MPhil) Doctor of Ministry (DMin)
 Other (please specify) _____

SECTION THREE: EDUCATION AND EMPLOYMENT

English Proficiency

What is your first language?

How many years of your education were in English?

If English is not your first language and was not the primary language used in your secondary and tertiary education you will need to have completed an IELTS (Academic) test. If English is not your first language, please tick one of the following:

I have completed an IELTS language test and received an overall band score of (attach a copy)
 I will be sitting the IELTS test on: / / _____

Education History: Secondary Education (High School)

What was the highest secondary qualification you achieved? (Please tick one box)

(We need to know the level of secondary school education you have completed, particularly if you intend entering a degree programme. The Ministry of Education also uses this data for their statistics.)

NCEA 14+ plus credits at any level University Entrance
 NCEA level 1 or School Certificate Overseas qualification (includes Int Bacca. & Cambridge Exams)
 NCEA level 2 or Sixth form Certificate No secondary qualification
 NCEA level 3 or Bursary or Scholarship Other _____

If you have an NZQA Record of Learning or NSI number, please write it here: _____

What was the last secondary school (high school) you attended?

Last year of secondary school (high school) First year of tertiary study

Education History: Tertiary Education

Please list below all completed or partially completed tertiary programmes. Please attach a certified copy(ies) of your theology qualification (please tick if the programme was successfully completed).

Qualification	Institution	
First year	Last year	Completed <input type="checkbox"/>
Qualification	Institution	
First year	Last year	Completed <input type="checkbox"/>
Qualification	Institution	
First year	Last year	Completed <input type="checkbox"/>

Employment History

Current position	Employer
Period of employment (start date/finish date)	
Previous position	Employer
Period of employment (start date/finish date)	
Previous position	Employer
Period of employment (start date/finish date)	

Main Activity (as at 1st October in Year Prior to Current Formal Enrolment)

(Please tick only one box)

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Theological Tertiary Institution | <input type="checkbox"/> Private Training Establishment | <input type="checkbox"/> Wage or Salary Worker | <input type="checkbox"/> Houseperson or Retired |
| <input type="checkbox"/> University Student | <input type="checkbox"/> Wananga | <input type="checkbox"/> Self Employed | <input type="checkbox"/> Overseas |
| <input type="checkbox"/> Polytech Student | <input type="checkbox"/> Non-employed or Beneficiary | <input type="checkbox"/> Other <i>(Please specify)</i> | |

SECTION FOUR: ADDITIONAL INFORMATION

Disability/Accessibility Details

Do you live with the effects of a significant injury, long-term illness or disability? Yes No

If yes, please give details:

Do you need any assistance with your studies? *(Please specify)*

The intensity of study and self-examination during the course of a Laidlaw College programme can sometimes cause past issues or illnesses to resurface. To assist Laidlaw College to determine the appropriate level of study for you and any pastoral care requirements, please indicate YES or NO to the following.

Have you ever suffered from, or required treatment for:

- | | | | | | |
|---------------------------|------------------------------|-----------------------------|-------------------------------|------------------------------|-----------------------------|
| Depression | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Burn Out | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Self-harm | <input type="checkbox"/> Yes | <input type="checkbox"/> No | Severe headaches or migraines | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Drug or alcohol addiction | <input type="checkbox"/> Yes | <input type="checkbox"/> No | | | |

If YES to any of these questions, please give details *(eg, how long ago, severity, current susceptibility?)*.

Do you require regular medication or medical attention for any physical, psychological or psychiatric conditions?

If yes, please provide details *(please note: for some specific conditions, we may require a professional medical report)*.

Church Association

We would also be grateful if you would indicate whether you are currently associated with a Christian church or agency with or through which you may expect to share the benefits of this study programme, and if applicable give the name of the church or agency

Are you currently involved in a church or other agency? Yes No

Name of church or other agency

Postal address

Is this church or agency aware of and supportive of your application to LCGS? Yes No

Marketing Statistics

We would appreciate you completing this section for our marketing statistics.

How did you hear about Laidlaw College?

- | | |
|--|--|
| <input type="checkbox"/> From a pastor or minister | <input type="checkbox"/> From Laidlaw College staff |
| <input type="checkbox"/> From a Laidlaw College student | <input type="checkbox"/> From the Laidlaw College website |
| <input type="checkbox"/> From a Laidlaw College, BCNZ or MASTERS graduate | <input type="checkbox"/> From an advertisement (<i>please name media</i>) |
| <input type="checkbox"/> From a Laidlaw College event (<i>please name</i>) | <input type="checkbox"/> From a Laidlaw College Publication (<i>please name</i>) |
| <input type="checkbox"/> Other (<i>please explain briefly</i>) | |

SECTION EIGHT: SENDING THE APPLICATION

Checklist

Please ensure that you have signed the declaration and have included the following with this application:

- Early Application Fee (\$50.00) or Final Deadline Application Fee (\$100.00)
- A recent photograph of yourself (passport style if you are studying with CDL)
- A certified copy of your birth certificate, passport or residency certificate (plus marriage certificate if name has changed)
- A certified copy of the certificate and transcript of your theology award
- An NZQA level assessment of previous award(s) where applicable
- A certified copy of IELTS (Academic) Test results where applicable

Please note that certified copies of documentation must be signed as true and accurate by a Justice of the Peace (JP), solicitor or Laidlaw College staff member.

SECTION NINE: DECLARATION

Privacy – The Organisation collects and stores information from this form to comply with the requirements of the Ministry of Education (student statistical returns), New Zealand Qualifications Authority (Record of Learning registration and Unit Standard outcomes), Tertiary Education Commission (funding returns), Industry Training Organisations (funding and academic outcomes), Ministry of Social Development (confirmation of enrolment and academic outcomes), Inland Revenue Department (student loan interest rebate), Department of Immigration (if you are not a New Zealand citizen or permanent resident) and Agencies who support particular students through scholarships and prizes, payment of fees or other awards (if you are a recipient of one of these awards). The information is also used to select students for qualifications, to manage internal administrative processes, and for internal reporting, or to foster and enhance community life within the Laidlaw community. We define the Laidlaw community as being students and their families, staff, board members, and support workers. Information about students may be supplied to, and sought from, other educational organisations for the purpose of verifying academic records.

In addition, when required by statute, the Institute releases information to Government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC).

In signing this enrolment form you authorise such disclosure on the understanding that the Organisation will observe the general conditions governing the release of information, as set out in the Privacy Act 1993 and the Post-compulsory Unique Identifier Code of Practice. You may see any information held about you and amend any errors in that information. To do so, contact the Enrolments Officer.

NB: The Privacy Act came into force on 1 July 1993 with the stated aim of protecting the privacy of natural persons. It requires the Organisation to collect, hold, handle, use and disclose personal information in accordance with the twelve information privacy principles in the Act. <http://www.privacy.org.nz/privacy-act>

Fees – In signing this enrolment form you undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery. The Organisation's policy on withdrawal and refund of fees may be obtained from the Enrolments Officer.

Rules – In signing this enrolment form you undertake to comply with the published rules and policies of the Organisation with regard to attendance, academic progress, standard of dress, health and safety, and behaviour.

Declaration – I declare that to the best of my knowledge all the information supplied on, and with, this enrolment form is true and complete, I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above.

Signature:

Date:



POST YOUR COMPLETED APPLICATION TO:

Auckland Campus
Admissions Coordinator
Private Bag 93104
Henderson
Auckland 0650
New Zealand

Freephone 0800 999 777
Phone +64 9 836 7829
Fax +64 9 836 7801
Email admissions@laidlaw.ac.nz