

# Domestic Student Registration Form

**Franklin Institute of Agri-Technology**  
 760 Glenbrook Road  
 RD4, Pukekohe 2679  
 Auckland, New Zealand  
 Phone: +64 9 236 3738

For Office use only
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*Please read the form and student declaration carefully before you sign the application form.  
 If you apply through an approved Franklin Institute of Agri-Technology (FIAT) Agent, all correspondence regarding your application will be forwarded to that agent.*

## 1. PERSONAL DETAILS

Family Name:	
Given Name(s):	
Preferred Name:	
Preferred Title: <input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other:	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other Gender
Date of Birth:	Age:

## 2. CITIZENSHIP/RESIDENCY

Passport No:	<input type="checkbox"/> NZ Citizen
Birth Certificate No:	<input type="checkbox"/> NZ Permanent Resident
Other:	<input type="checkbox"/> Australian Citizen
* If you identify as Māori, what is your Iwi:	

## 3. CONTACT DETAILS

Home Address:
Address While Studying (if different to Home Address):
Phone:
Email:

#### 4. QUALIFICATION & CAMPUS

**Name of the qualification you wish to study (Please tick one):**

NZ Certificate in Horticulture Production L4 (One year)	<input type="checkbox"/>
NZ Diploma in Horticulture Production L5 (One year)	<input type="checkbox"/>
NZ Diploma in Horticulture Production L5 (Two years)	<input type="checkbox"/>

**Name of the campus you wish to study at (Please tick one):**

Auckland (760 Glenbrook Road, RD4, Pukekohe 2679)	<input type="checkbox"/>
Tauranga (170 Wairoa Road, RD1 Tauranga 3171)	<input type="checkbox"/>

**5. NAME THE INTAKE YOU WISH TO START IN (Please tick one)**

JANUARY                       APRIL                       JULY                       OCTOBER

**6. NATIONAL STUDENT NUMBER (NSN if known)** \_\_\_\_\_

#### 7. ACADEMIC INFORMATION

**Secondary School/High School, Tertiary/Foundation:**

Name of the Secondary/High School:	
Place/Country	
Qualification Gained:	
Year Qualification Gained	

Name of the Secondary/High School:	
Place/Country	
Qualification Gained:	
Year Qualification Gained:	

**Tertiary Study (University, Technical College, Other):**

Name of the University/Institute:	
Place/Country:	
Qualification Gained:	
Year Qualification Gained:	

Name of the University/Institute:	
Place/Country:	
Qualification Gained:	
Year Qualification Gained:	

### 8. CAREER BACKGROUND

Please list all post-study/work experience, including gap periods, and tick if relevant to the programme you wish to study. Attach relevant references or work experience letters for each position listed below:

Position Held	Name of the Employer	Relevant Dates	Relevant to Programme

### 9. ENGLISH PROFICIENCY (Please circle one)

<b>Written:</b> Poor    Good    Excellent	<b>Spoken:</b> Poor    Good    Excellent
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**10. ASSISTANCE:** If you have a disability and/or medical condition including allergies, that may require FIAT to provide assistance, please outline your needs below:

(NOTE: This information will remain confidential and should not affect your application).

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### 11. WHERE DID YOU HEAR ABOUT FIAT? (Please tick one)

<input type="checkbox"/> Staff	<input type="checkbox"/> Registered Agent	<input type="checkbox"/> Family/Friends
<input type="checkbox"/> Internet (please name website)		
<input type="checkbox"/> Advertisement): Paper/Radio (please specify the name)		
<input type="checkbox"/> Other (please detail):		

### 12. STUDENT CHECKLIST

Please check that you have completed the following:

- Answered all sections of the application form
- A copy of your current passport/birth certificate/other
- Relevant references and/or job offer letters

### Terms and Conditions of Enrolment

- Students must provide all required information relating to enrolment with FIAT and this must be true and accurate, with confirmatory notarization or attestation where required. FIAT may suspend a student's enrolment if false information has been supplied or required information is not supplied by the due date.
- Tuition fees must be **paid in full to Public Trust** before attendance at any class. Any attendance while fees are outstanding are strictly at FIAT's discretion and FIAT will take the necessary steps to recover any outstanding fees.

3. FIAT will collect, use, and disclose personal information about the student in accordance with the Privacy Act 1993. Any agency holding the source of any information the students have provided on the application form is authorized to release that information to FIAT upon request.
4. Students are expected to show respect to teachers and classmates. Any form of bad behaviour, harassment of staff or students is not permitted and will lead to disciplinary action. Smoking, the use of drugs or the consumption of alcohol, is strictly forbidden anywhere on the premises.
5. FIAT will monitor your learning, assessment achievements and attendance to ensure you are likely to achieve the qualification for the programme you have enrolled into. Students are required to attend 20 hours on site per week, plus 13 hours of self learning (which includes five to eight hours of practical work experience in horticulture). Any absences for medical leave or approved valid reason may be compensated for during the holiday periods of the enrolment.
6. Students wishing to withdraw and claim a refund must discuss this with the Principal and confirm their intention to withdraw in writing to the Administrator. If domestic students withdraw from the course **before commencement** of the course, they will receive a refund of all fees paid. If domestic students withdraw from the course **within the first 10 days** of the course, they will receive a refund of all fees paid less the NZ government-authorized retention of, the lesser of 10 per cent of the fees paid or \$500. If domestic students withdraw from the course **after the first 10 days** of the course, any refund will be at the discretion of the Principal/CEO.
7. Before students use the internet at FIAT, they must read the Rules and Regulations on Computer Use in the Student Handbook and agree to abide by them. Failure to abide by this policy may lead to the termination of access to the internet via FIAT. Students may be required to pay for any internet-related costs incurred by their actions which are contrary to the policy or guidelines (as well as reasonable costs for recovering these costs).
8. Students must read and follow the FIAT Rules as documented in the Student Handbook. Any student breaching the rules and regulations of FIAT will be subject to the disciplinary procedures and penalties described in FIAT's Student Handbook.
9. Students must accept and be bound by the Terms and Conditions of Enrolment for the duration of their period of study with FIAT. The FIAT Terms and Conditions may be modified from time to time. Any changes will apply to new students (unless the change is following changes to New Zealand laws or statutory requirements in which case they will apply to all students).

### **DECLARATION BY APPLICANT**

*I have read and understood the Terms and Conditions of Enrolment, including the Withdrawal and Refund Policies and Student Behavior and Attendance requirements.*

*I declare that the information I have supplied on this form and the attached documentation to be true and complete, and nothing has been withheld or conveyed wrongly.*

*I agree to abide by the FIAT Terms and Conditions of Enrolment.*

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*(Please read Declaration by Applicant before you sign this form)*

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NOTE: Copies of FIAT's Rules and Regulations are available in the International Student Handbook or at (FIAT's web link). Please send the completed registration form & documentation to: Franklin Institute of Agri-Technology, 760 Glenbrook Road, RD4, Pukekohe, Auckland 2679, New Zealand, OR email scanned copies to [horticareers@gmail.com](mailto:horticareers@gmail.com) OR submit to an agent, OR deliver to 760 Glenbrook Road, Kingseat, Auckland 2679.

## Statement of Purpose

As required by The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021, Franklin Institute of Agri-Technology must undertake an assessment of each student to ensure that he/she is able to participate effectively in the course, and the course offered meets this prospective student's proficiencies and career intentions.

Please write a statement of purpose to help us with this assessment.

<b>Student Name</b>	
<b>Date of Birth</b>	
<b>Programme</b>	

### STATEMENT

**Personal and Career Intentions**

*(Please write about your plans for your life and career and why this programme will help you achieve these.)*

<b>Signed:</b>		<b>Date:</b>	
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