



# Trinity Methodist Theological College

## Te Haahi Weteriana o Aotearoa

### Application for Admission

Please read the instructions below carefully before you complete this form.

#### INSTRUCTIONS

The purpose of this form is to obtain from you the information we need to enrol you into a course at Trinity Methodist Theological College. We also need to collect information from you which is required for statistical and registration purposes. Please fill in the form by:

- Completing all sections of the form
- Printing your answers clearly in pen, or by ticking the box that applies for multi-choice questions
- Attaching required documents
- Signing and dating the form

Once completed the form should be delivered to Nicola Grundy (College Manager) at Trinity College Administration Centre, 2 College Road, Meadowbank, Auckland - or mailed to Private Bag 28907, Remuera, Auckland 1541.

A PERSONAL DETAILS						
1	Print your full legal name ( <i>As on your birth certificate or legal documentation</i> )	First Name				
		Family Name				
2	What name do you prefer?					
3	Preferred title:	Ms <input type="checkbox"/>	Miss <input type="checkbox"/>	Mrs <input type="checkbox"/>	Mr <input type="checkbox"/>	Other ( <i>specify</i> )
4	Date of birth:	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	5	Gender: Female <input type="checkbox"/> Male <input type="checkbox"/>
Please supply a certified copy of your Passport / Birth Certificate						
B CONTACT DETAILS						
6	Address and contact details	Home address			Postal Address ( <i>If different from home address</i> )	
7	Phone	Home:			Mobile:	
8	Email					
9	Next of kin:	Name:			Phone: ( <i>home</i> )	
		Relationship to you:			Phone: ( <i>mobile</i> )	

**C DEMOGRAPHIC DETAILS**

<p>10</p>	<p>Citizenship and Residency: <i>You may need to supply evidence of residence or citizenship</i></p>	<p>Tick the box which best describes your citizenship or permanent residency status.  <i>New Zealand Citizen</i> <input type="checkbox"/>                      <i>New Zealand Permanent Resident</i> <input type="checkbox"/>  <i>Australian Citizen</i> <input type="checkbox"/></p> <p>If you are not a New Zealand or Australian citizen, please specify the country of citizenship:</p> <hr/> <p>(For students with dual citizenship, specify where your passport was issued)</p>	
<p>11</p>	<p>Ethnicity: What ethnic group(s) do you belong to? <i>You may tick up to three boxes which apply to you.</i></p>	<p>111 <input type="checkbox"/> NZ European / Pakeha                  211 <input type="checkbox"/> NZ Maori                  311 <input type="checkbox"/> Samoan                  321 <input type="checkbox"/> Cook Island Maori                  331 <input type="checkbox"/> Tongan                  341 <input type="checkbox"/> Niuean                  351 <input type="checkbox"/> Tokelauan                  361 <input type="checkbox"/> Fijian                  371 <input type="checkbox"/> Other Pacific Peoples                  121 <input type="checkbox"/> British/Irish                  122 <input type="checkbox"/> Dutch                  123 <input type="checkbox"/> Greek                  124 <input type="checkbox"/> Polish                  125 <input type="checkbox"/> South Slav                  126 <input type="checkbox"/> Italian                  127 <input type="checkbox"/> German                  128 <input type="checkbox"/> Australian                  129 <input type="checkbox"/> Other European</p>	<p>411 <input type="checkbox"/> Filipino                  412 <input type="checkbox"/> Cambodian                  413 <input type="checkbox"/> Vietnamese                  414 <input type="checkbox"/> Other South East Asian                  421 <input type="checkbox"/> Chinese                  431 <input type="checkbox"/> Indian                  441 <input type="checkbox"/> Sri Lankan                  442 <input type="checkbox"/> Japanese                  443 <input type="checkbox"/> Korean                  444 <input type="checkbox"/> Other Asian                  511 <input type="checkbox"/> Middle Eastern                  521 <input type="checkbox"/> Latin American                  531 <input type="checkbox"/> African                  611 <input type="checkbox"/> Other                  999 <input type="checkbox"/> Not stated</p>
<p>12</p>	<p>Iwi: If you identified as New Zealand Māori in question 11, what 'Iwi' do you affiliate to?</p>	<p><i>Iwi:</i> <i>Rohe (District/Tribal area):</i></p> <p><i>Iwi:</i> <i>Rohe (District/Tribal area):</i></p> <p><i>Iwi:</i> <i>Rohe (District/Tribal area):</i></p>	
<p>13</p>	<p>Prior activity: What was your MAIN activity or occupation in New Zealand at 1 October last year? You may tick only one box.</p>	<p>01 <input type="checkbox"/> Secondary school student                  03 <input type="checkbox"/> Wage or salary worker                  05 <input type="checkbox"/> University student                  07 <input type="checkbox"/> College of Education student                  09 <input type="checkbox"/> Overseas (irrespective of occupation)                  12 <input type="checkbox"/> Wānanga student</p>	<p>02 <input type="checkbox"/> Non employed or beneficiary (excluding retired)                  04 <input type="checkbox"/> Self employed                  06 <input type="checkbox"/> Polytechnic student                  08 <input type="checkbox"/> House person or retired                  11 <input type="checkbox"/> Private Training Establishment student</p>

14	<sup>1</sup> Disability Do you live with the effects of significant injury, long term illness, or disability? Yes <input type="checkbox"/> NO <input type="checkbox"/> Please tick the box that applies. The information you supply is confidential.
	Hearing/deaf <input type="checkbox"/> Physical/mobility <input type="checkbox"/> Intellectual <input type="checkbox"/> Learning <input type="checkbox"/> Mental illness <input type="checkbox"/> Acquired Brain Injury <input type="checkbox"/> Vision <input type="checkbox"/> Medical condition <input type="checkbox"/> Other <input type="checkbox"/> <i>please specify</i> ..... <i>What services do you require from Trinity College to assist you with your learning:</i>

**D ACADEMIC INFORMATION**

15	Secondary School: What was the name of the last secondary school you attended? State "overseas", if applicable.
	What was your last year at secondary school? <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> What is the highest level of achievement you hold from a secondary school? Your highest achievement may be a "traditional" award such as School Certificate, or you may have achieved a number of credits or a National Certificate at a certain level on the National Qualification Framework. Your NZQA Record of Learning shows you how many credits you have. Tick only one box. 00 <input type="checkbox"/> No formal secondary qualification 11 <input type="checkbox"/> 14 or more credits at any level 12 <input type="checkbox"/> NCEA Level 1 <b>or</b> School Certificate 13 <input type="checkbox"/> NCEA Level 2 or 6 <sup>th</sup> Form Certificate 14 <input type="checkbox"/> University Entrance 15 <input type="checkbox"/> NCEA Level 3 or Bursary or Scholarship 09 <input type="checkbox"/> Overseas qualification (includes International Baccalaureate & Cambridge Exams) 98 <input type="checkbox"/> Other 99 <input type="checkbox"/> Not Known
	Please specify if "Overseas qualification" or "Other".

16	Prior Education: Will this be the first year you have ever enrolled in a University, Polytechnic, College of Education, Private Training Establishment or Wānaga either in New Zealand or overseas since leaving school? Do not include enrolments in STAR, community or hobby classes. Yes <input type="checkbox"/> NO <input type="checkbox"/>
	If you answered "NO", please enter the name of the organisation you studied at and the year of your first enrolment. Name: ..... Year: <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

<sup>1</sup> The completion of this section is not compulsory

16	Prior Education (continued)	<input type="checkbox"/> Yes – I have successfully completed a tertiary level educational achievement <input type="checkbox"/> No – I do not have a tertiary level educational achievement.  If you answered Yes above, please indicate your highest educational achievement <input type="checkbox"/> Bachelor Degree or higher degree level <input type="checkbox"/> Advanced Diploma or Associate Degree level <input type="checkbox"/> Diploma level (level 6) <input type="checkbox"/> Certificate level (level 5) <input type="checkbox"/> Certificate level (level 4) <input type="checkbox"/> Certificate level (level 3)
17	English language competency	Is English your first language? Yes <input type="checkbox"/> NO <input type="checkbox"/>  If English is not your first language, please indicate what your preferred language is.  .....  Do you have at least 8 credits in NCEA Level 2 English? Yes <input type="checkbox"/> NO <input type="checkbox"/> Have you completed an IELTS or International English test? Yes <input type="checkbox"/> NO <input type="checkbox"/> <i>Please attach a copy of your IELTS (academic) or International English Test score.</i>

**E COURSE OF STUDY**

18	Preferred Course of Study	Please indicate why you wish to study at Trinity College? <input type="checkbox"/> Personal Interest <input type="checkbox"/> I wish to be an accredited Lay Preacher <input type="checkbox"/> Part of my personal discernment towards ministry or leadership <input type="checkbox"/> This was recommended by my Parish Presbyter or Leaders <input type="checkbox"/> I have been approved by Methodist Church of New Zealand Conference to train for ordained Ministry <input type="checkbox"/> Other. Please state .....  Please indicate which study option you wish to apply for ( <i>including endorsement if choosing Diploma in Methodist Studies, or NZ Diploma in Christian Studies</i> ): <input type="checkbox"/> Interest Paper <input type="checkbox"/> Certificate in Lay Preaching - Level 5 (45 credits; 3 compulsory papers) <input type="checkbox"/> Diploma in Methodist Studies – Level 5 (120 Credits; 8 papers) <input type="checkbox"/> Endorsement in Children & Youth Ministry <input type="checkbox"/> Endorsement in Diaconal Ministry <input type="checkbox"/> Endorsement in Women's Ministry <input type="checkbox"/> Endorsement in Methodist Leadership <input type="checkbox"/> NZ Diploma in Christian Studies <input type="checkbox"/> Biblical Studies <input type="checkbox"/> Maori Studies <input type="checkbox"/> Christian Thought & History <input type="checkbox"/> Pastoral Leadership <input type="checkbox"/> Advanced Diploma in Religious Studies – Level 7; (120 Credits)
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## BANK ACCOUNT

Please provide details of your bank account for the purpose of any deposits of items such as travel reimbursement.

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Bank Branch Account number suffix

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Name of Bank .....

Name of Branch ..... Town/City .....

## DOCUMENTATION

To qualify as a student of Trinity Methodist Theological College, 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. You must provide evidence of citizenship or permanent residency and to do so you must provide one of the following:

- Birth Certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue.
- New Zealand passport
- A statement of Whakapapa, including date of birth, countersigned by a Kaumātua.
- Certificate of citizenship or letter of confirmation
- Overseas passport with residency stamp

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You can bring the original documentation to the Enrolment Officer, alternatively please provide a certified 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 Register 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, a member of the New Zealand Police, School Principal, Minister of religion, or general practitioner is acceptable.

Please note that your name, date of birth and residency as entered on this form will be included in the National Student Index, and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information please see: <http://nsi.education.govt.nz/home.aspx>

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Please list here all documents that you have attached to this application form. Documents should be securely stapled to the back of the form:

## DECLARATION

**Privacy** – Trinity Methodist Theological College collects and stores information from this form to:

- Manage the business of Trinity Theological College (including reporting and administrative processes)
- Comply with the requirements of the Education Act 1989 and other legislation<sup>2</sup> relating to maintenance of records
- Supply information to Government agencies and other organisations as set out below.

In signing this application for admission form you authorise such disclosure on the understanding that Trinity Methodist Theological College will observe the conditions governing the release of information, as set out in the Privacy Act 1993, the Education Act 1989 and other relevant legislation. You may see any information held about you and amend any error 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 Trinity Methodist Theological College to collect, hold, handle, use and disclose personal information in accordance with the twelve information privacy principles in the Act. You can view the act at <http://www.privacy.org.nz/privacy-act>*

**Supply of information to Government agencies and other organisations** – Trinity Methodist Theological College supplies data collected on this form to Government agencies, including:

- The Ministry of Education
- The New Zealand Qualifications Authority
- The Tertiary Education Commission
- Agencies who support particular students through scholarships, payment of fees or other awards (if you are a recipient of one of these awards).

Those agencies use the data collected from tertiary education organisations to:

- Administer the tertiary education system, including allocation of funding
- Develop policy advice for the Government
- Conduct statistical analysis and research

Your personal details (name, date of birth and residency) as entered on this form will be included in the National Student Index and may be used in an authorised information matching programme with the New Zealand Birth Register.

The Government agencies above may supply data collected on this form to Statistics New Zealand for the purposes of integrating data with data collected by other agencies, subject to the provisions of the Statistics Act 1975. Integrated data is used for the production of official statistics, to inform policy advice to government and for research purposes. In handling data supplied by you on this form, the government agencies are required to comply with the provisions of the Privacy Act 1993.

When required by law, Trinity Methodist Theological College released information to Government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development and Accident Compensation Corporation (ACC). Information collected on this form may be supplied to other educational organisations for the purpose of verifying academic records.

**Fees** – In signing this application for admission form you undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery. Trinity Methodist Theological College's policy on withdrawal and refund of fees may be obtained from the Enrolments Officer.

**Rule** – in signing this application for admission form you undertake to comply with the published rules and policies of the College with regard to attendance, academic integrity and progress, conduct and use of information systems.

**Declaration** – I declare that to the best of my knowledge all the information supplied on, and with, this application for admission 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*

PLEASE ENSURE THAT YOU HAVE SIGNED THE APPLICATION FOR ADMISSION FORM ABOVE

<i>Office Use Only</i> <i>Documentation complete</i>	<i>Approved</i>	<i>Entered into SMS</i>
..... ...../...../.....	..... ...../...../.....	..... ...../...../.....

<sup>2</sup> This includes legislation governing the maintenance of official records and for accountability for public funding.

