

What Proof of Identity documents are required?

Sarah Ryder - 2023-06-02 - How to apply

The Government requires us to verify your identity if you are enrolling in a programme of study with us. We are required to validate your:

- Full legal name
- Date of birth
- Gender
- Citizenship or residency status

If you already have an active National Student Number (NSN), please include this number during the application process. If you don't have an NSN, you will need to go through the full identity validation process.

To verify your identity, you can bring your original documents to be sighted by one of the Enrolments staff at the following NMIT Te Pūkenga locations:

- Nelson Campus - 322 Hardy Street, Nelson
- Richmond Campus - 390 Lower Queen Street, Richmond
- Marlborough Campus - 85 Budge Street, Blenheim

Alternatively, if you don't live in the Nelson or Marlborough region, you could visit one of the following business divisions who will be able to verify your identity and then email the verified copy to enrolments@nmit.ac.nz:

- [ARA Te Pūkenga](#)
- [MIT Te Pūkenga](#)
- [North Tec Te Pūkenga](#)
- [Otago Polytechnic Te Pūkenga](#)
- [SIT Te Pūkenga](#)
- [Tai Poutini Polytechnic Te Pūkenga](#)
- [Toi-Ohomai Te Pūkenga](#)
- [UCOL Te Pūkenga](#)
- [Unitec Te Pūkenga](#)
- [Whitireia and WelTec Te Pūkenga](#)

- [Wintec Te Pūkenga](#)
- [WITT Te Pūkenga](#)

Alternatively, you can email enrolments@nmit.ac.nz with a certified copy. A certified copy means a photocopy of your original documents, 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.

If you live in a remote community and you are not able to access a person listed in the Oaths and Declaration Act, a member of the New Zealand Police, school principal, minister of religion, or general practitioner is acceptable.

Acceptable forms of identity are:

- Birth Certificate with a place of birth stated as New Zealand, Cook Island, Tokelau or Niue
- New Zealand or Australian 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/label/letter
- Overseas passport

A drivers licence cannot be used as it does not state your citizenship or gender.

Related Content

- [What does Verified mean in MyNMIT?](#)