nmit

Nelson Marlborough Institute of Technology

Te Whare Wānanga o Te Tauihu o Te Waka a Māui

International Student Guide

2022

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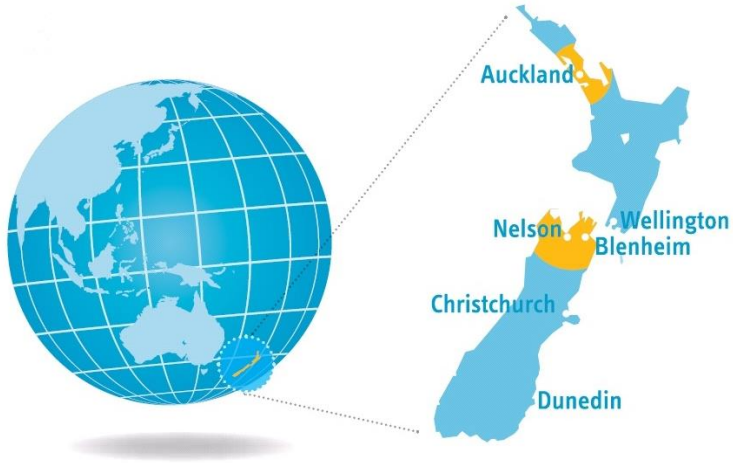
Welcome

Kia Ora
E ngā mana, E ngā reo, E te Iwi tēnā tātou

As an international student at Nelson Marlborough Institute of Technology Ltd (NMIT) you'll enjoy a world class education in one of the most beautiful and dynamic regions of New Zealand.

Students choose NMIT for its outstanding facilities, wide range of programmes from certificate to postgraduate level and high standards of achievement - NMIT is rated Category 1 status, the highest possible, by the New Zealand Qualification Authority. Our programmes are designed with industry to create work-ready graduates that meet local and international job market needs. We have been educating successful graduates since 1905. As an NMIT graduate your qualification is internationally recognised and will serve you well wherever you are in the world - I know you'll find the future you deserve, right here, at NMIT.

Geographical Location



TRAVEL TIMES

By air (direct flights):

Auckland > Nelson	1 hour 15 minutes	839 km
Wellington > Nelson	25 minutes	206 km
Auckland > Blenheim	1 hour 20 minutes	760 km
Wellington > Blenheim	25 minutes	127 km

By car:

Nelson > Blenheim	1 hour 30 minutes	114 km
Woodbourne > Blenheim	10 minutes	8.5 km
Nelson > Christchurch	5 hours 30 minutes	416 km
Marlborough > Christchurch	5 hours	362 km

Nelson Campus
NMIT's main campus is located in Nelson's vibrant city centre. Known for its festivals, markets and lifestyles, you'll join around 4,000 other students who have also chosen to study at NMIT. Population: 93,000+ with 46,000 living in Nelson City.

Marlborough and Woodbourne Campuses
From the breathtaking beauty of the Marlborough Sounds to its rugged mountain ranges, fertile plains, intricate waterways and thriving aviation, aquaculture and viticulture industries, Marlborough has a lot to offer with its water, wilderness and wine. Population: 45,000 with around 31,000 living in Blenheim City.

Pre Departure Checklist

Your checklist:

- ❑ Travel documents (air tickets)
- ❑ Passport with current visa label
- ❑ NMIT Offer and Receipt documents
- ❑ Academic records (or certified copies)
- ❑ Drivers licence (if you have one and must have a copy translated in English)
- ❑ Medical and travel Insurance documents (if you have organised your own insurance)
- ❑ Curriculum vitae (translated in English if you wish to work and your visa allows you to work while you are studying)
- ❑ Essential clothing
- ❑ Medical records and personal medication prescribed by your doctor (if required)
- ❑ Contact details of your friends and families
- ❑ Familiarise yourself with NMIT, visit www.nmit.ac.nz or like them on Facebook

Accommodation and Transfers

Helping you find somewhere to call home whilst you study.

Finding the right accommodation is very important for the success of your studies and we are here to help.

Accommodation
We have partnered with Host Families NZ to assist you in organising your accommodation in a local homestay for your first 8 weeks or longer. Many students studying English Language find that this is the best option for practicing their English.

Homestay accommodation

Our preferred supplier for independent living in apartments is Nikau Apartments. Many students enjoy the convenient location and friends they make in these shared and independent apartments that are on our Nelson campus.

Apartment accommodation

Airport Transfers
Arriving somewhere new can be daunting. We can provide transport from the airport to your local accommodation or campus.

Request a transfer

NauMai NZ

Your place for information on life as an international student in New Zealand.

Tū Ngātahi (Stand together) Before arriving Returning to New Zealand Preparing to travel to New Zealand Things you can't bring to New Zealand Organising medicines and vaccinations Visas and immigration Know you student visa conditions Exploring New Zealand Transport options Preparing for the New Zealand climate Staying safe around water Study and education New Zealand teaching and learning style Assessments Life and Culture New Zealand culture Dating, relationship and sex in New Zealand Speaking te reo Māori - the Māori language Speaking New Zealand English Where to practise your religion Religious freedom in New Zealand Public holidays and daylight saving Being LGBTQIA+ in New Zealand Personal wellbeing Stay well, stay connected Feeling lonely, homesick or depressed Making friends in New Zealand Staying safe in New Zealand Keeping your things safe Being Safe online	Healthcare Getting a doctor, dentist or sexual healthcare What to do in a medical emergency Paying for healthcare Sexual healthcare in New Zealand Measles virus in New Zealand The coronavirus: what you need to know (step by step guide to help access a Vaccine Pass) Housing Types of housing Finding a flat in New Zealand Know your flatting rights Working Working on a student visa Your rights as an employee Getting paid and paying tax What to do if there's a problem at work Employability Money and banking Money in New Zealand Banking in New Zealand What things cost in New Zealand Managing your money Laws and government New Zealand Government Alcohol laws and drinking responsibly Cigarette laws and smoking New Zealand drug laws Help from your Embassy, High Commission or Consulate

Arrival and Your First Few Weeks at NMIT (Orientation)

Please read your Offer Document to check where to go on your first day. Please remember to bring your passport with you so we can finalise your enrolment. Arrive on time to finalise your enrolment at NMIT because we have scheduled an orientation programme for you.

After you have finalised your enrolment:

- English language students will have an English competency test to evaluate which is the best class for you to begin with.
- Mainstream students will go to their relevant programme areas and be met by administration teams

The Learner Services Team will:

- accompany you on a Campus tour where you will be introduced to relevant staff, see NMIT's facilities
- provide information on safety and wellbeing
- if needed, arrange a tour of the local area
- help you set up a bank account

A NMIT Student Identification Card (SID) will be processed for you. This is useful for many things: loaning books from the library, logon for computers, photocopying, obtaining discounts on things like cinema tickets, food etc. If you lose your SID card, please see Information and Enrolment Centre at Nelson Campus or Marlborough Campus. You will be charged $15.00 for a replacement SID card.

We will also introduce you to some key community groups who are willing to help you get closer to our community and participate in fun activities outside of NMIT.

Personal Details

It is a legal requirement that NMIT has accurate contact information for you in case of an emergency. Please ensure that you keep all your address and contact details up to date. You will be able to update your personal details once you receive login access.

Important Dates and Holidays

Refer to Key Dates on NMIT's website page for semesters, terms and graduation ceremonies dates.

Information and Enrolment Centre

The Information and Enrolment Centre provides centralised processing in applications, enrolment, re-enrolment, withdrawals, transfers and refunds for all students. The team will also assist you with visa applications and medical or travel insurance. They can be contacted by international@nmit.ac.nz.

IT and Learner Services

At the Library Learning Centre we provide access to support for logins/password resets, research, study, learning, referencing, interloans (interlibrary loans), distance students, wellbeing, equity, international students, Māori and Pasifika students and staff.

You can Submit a request for our services or contact the friendly team by phone or email:
Nelson campus: 03 539-5068 or library@nmit.ac.nz
Marlborough campus: 03 577 2852 or marlboroughlibrary@nmit.ac.nz

We can support students on campuses in Nelson or Marlborough, or by Zoom, Skype, phone or email.

For 24/7 urgent assistance for a student wellbeing concern, call 0800 718 277 (within New Zealand).

Off-campus Counselling Services

NMIT students have free access to a counselling service provided by OCP, a professional company that offers the services of a team of independent counsellors and psychologists throughout New Zealand. First language support is available for international students.

To find out more about free counselling sessions contact 0800 377 990 or visit www.ocp.co.nz.

SANITI

SANITI is your fun, friendly and independent student association; providing events and services to NMIT students on all campuses. The team is located on the Nelson Campus and visits the Marlborough, and Woodbourne Campuses regularly. SANITI is run by students. Their services include events, support, advocacy and assistance with employment and an effective voice for students.

For further information about SANITI like them on Facebook: facebook.com/SANITINZ or visit their website http://www.saniti.co.nz/.

Student Discounts

As a Student Identification Card holder, you are entitled to a range of discounts in local business from cinema tickets to food and clothes. Check the SANITI Discount Directory for more details.

Lending money to friends can cause problems and should be avoided. The borrower may not be able to pay it back as promised and friendships can be ruined, leading to stress and unhappiness. If you have any financial worries, you are welcome to discuss them with either NMIT's Student Support team or SANITI who will give you advice and help you to get back on track.

Student Visas

Student Visa
We are required to take a photocopy of your student visa and the title page of your passport. These copies are required to comply with the Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019), and Immigration New Zealand. We can help you change or extend your student visa and insurance during the time you study at NMIT. If you need help with your visa, please contact the International staff at the Information and Enrolment Centre in A Block, Nelson Campus (international@nmit.ac.nz).

Dependent on the programme you are studying, you **may be** allowed to work for up to 20 hours per week. Please ensure you adhere to your conditions on your visa label.

Renewing your Student Visa for the following year/s
In order to renew your student visa for the following year/s, you must provide the following:

1. Offer and Receipt Documents
2. Bank statement/s that shows:
   - a debit transaction that your fees and insurance has been paid for the year **and**
   - transactions for the last six months **and**
   - maintenance funds of NZD$15,000 per year (or NZD$1,250 per month) **plus**
   - either an additional NZD$1,000-$2,000 for Outward Travel **or** return ticket home
3. Attendance record
4. Academic results
5. If required, a support letter from your programme area that provides an explanation of why you did not complete more than 75% of your courses last year and/or did not attend all of your classes.
6. Payment of NZD$210.00 (Provider Direct application fee if NMIT is renewing your visa on behalf – subject to meeting the criteria) or NZD$310.00 (Immigration Online fee application)

Class Attendance and Progression
To maintain your eligibility to hold a Student Visa, you are required:

- to **attend all classes** unless there are genuine reasons for absences
- make satisfactory progress on the programme you are enrolled on. You must pass at least 75% of your courses per semester.

If you do not attend all classes or make satisfactory progress, Immigration New Zealand can revoke your Visa. It is your responsibility to comply with the requirements to hold a student visa, and it is extremely important that you do so, as it may affect any future visa applications and your studies in New Zealand.

If you are sick and unable to come to classes, you must inform your tutor, student advisor or programme area administrator. If you plan to be absent (eg for travel or other reasons) you must seek approval from the Programme Manager **before** you take your leave.

Resit/Repeat Course Fees
Failed courses must be repeated and usually incur payment of full course fees.

Medical and Travel Insurance

Medical and Travel Insurance
International students, including groups of students, must have appropriate and current medical and travel insurance while in New Zealand.

NMIT will automatically arrange insurance coverage for all students with Allianz called StudentSafe.

Students can choose their own insurance company, however it must comply with the minimum standards required by The Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019). If you arrange your own insurance cover, you must supply your Certificate of Insurance and Schedule of cover, in English, to the Information and Enrolment Centre. Once the insurance policy has been evaluated and confirmed as meeting the minimum standards required by The Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019), the policy taken out by NMIT on behalf of the student will be cancelled with the fees refunded to the student.

Eligibility for Health Services
Most international students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment.

Full details on entitlements to publicly funded health services are available through the Ministry of Health.

Hauroa Health Centre
NMIT has arranged with Hauroa Health Centre at 2/105 Collingwood Street, Nelson for students who hold insurance the option to see a General Practitioner (GP) Doctor without payment of fees at point of contact.

If you wish to choose another GP you can make an appointment to see a doctor as follows:-
To see a doctor or health professional in New Zealand, you need to:

- Make an appointment (by phone is ok)
- Attend the appointment at the agreed time, pay for your consultation yourself (payment required ranges from NZD$60.00-$120.00 per consultation)
- Keep your receipt of payment, you can then claim this money back through your student insurance
- If specialist treatment is required your doctor will make a referral for you to the appropriate medical provider

The hospital will not see you for a consultation without first obtaining a referral by your doctor (unless you are involved in an accident or emergency

Each region has a District Health Board (DHB) that manages the services provided in that area. To find out what services a DHB provides, visit their local website.

A full list of the DHBs with their web addresses can be found on the Ministry of Health's website.

Claims Information
Once you have started your studies, all claims are managed by the Insurer to ensure smooth and prompt claim settlements. Allianz is responsible for ensuring that claims handling performance is maintained to the highest standard. Where a claim is particularly complex, Allianz will use its expertise to assist you in gaining a fair outcome.

If you need to make a claim, download a claim form and complete it in full. Email the form together with your receipts and any supporting information to: claims@insurancesafenz.co.nz

Emergency and Non Emergency
If you have a serious accident and need urgent medical attention you must go the Accident and Emergency department at the nearest hospital or **dial 111** and ask for an ambulance.

For non emergency situations, please visit the list of the DHBs to find the nearest after hours duty doctor service.

Healthline
If you or a family member is feeling unwell and you're not sure what to do, call Healthline on 0800 611 116. It's free and available 24 hours a day, seven days a week.

Registered nurses will offer advice on what to do.

Healthline also offers a Well Child telephone advice service for parents and caregivers of under five year olds with questions about parenting or health matters.

Visit www.healthline.co.nz for more information.

Pregnant Students
Immigration New Zealand provides this information about maternity services if you are pregnant or become pregnant while studying at NMIT. Please also see NMIT's policy for students who need to take leave during their studies.

Learning and Teaching Policies and Procedures

The Learning and Teaching policies and procedures relate to the delivery of learning and teaching at NMIT.

Below is a list of some of the policies:

Learning and Teaching:

- Academic Integrity
- Assessment
- Copyright Guidelines for Students
- International Student Special Leave
- Learning and Teaching at NMIT
- Examination Guidelines
- Recognition of Academic Credit Policy
- Recognition of Academic Credit Procedure
- Student Charter
- Student Rules
- Withdrawal from NMIT Programmes and Courses

Safety, Health and Wellbeing

- Safety, Health and Wellbeing

Academic Statute:

- Academic Statute

Fees, Charges and Refunds

Payment of Fees and Charges
A completed 'Confirmation of Acceptance' form received by NMIT is a contract from the student to pay the enrolment fees and charges due for the stated length of the study contract. Enrolment fees and charges must be paid in full before the start date of the programme, or by any earlier date as specified. Fees not paid by the due date may incur a Late Payment Charge. No student shall be enrolled unless all approved fees and charges have been paid to Nelson Marlborough Institute of Technology. Where payment is unable to be made in New Zealand dollars, US dollars will be accepted.

Refunds of Fees and Charges
All refund applications should be in writing to the Information and Enrolment Centre Manager, with any supporting documentation as stipulated by the Information and Enrolment Centre Manager.

Fees, Charges and Refunds (International Students) Policy
You have received the Fees, Charges and Refunds (International Students) policy with your Offer and Receipt document. Click here to view the full policy, including the Refund Eligibility Table.

The Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019)

NMIT has agreed to observe and be bound by The Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019), often referred to as the 'Code of Practice' published by the Minister of Education.

Copies of the Code of Practice are available from NZQA's website.

The Code of Practice 2016 sets standards for education providers to ensure that:

- high professional standards are maintained
- the recruitment of international students is undertaken in an ethical and responsible manner
- information supplied to international students is comprehensive, accurate and up-to-date
- students are provided with information prior to entering into any commitments
- contractual dealings with international students are conducted in an ethical and responsible manner
- the particular needs of international students are recognised
- international students are in safe accommodation
- all providers have fair and equitable internal procedures for the resolution of international student grievances.

The Code of Practice also has a process for students to go through if they wish to make a complaint about the treatment by their education provider.

Complaints Procedure

If you have a problem, follow the steps below:

1. Talk to the person first, can it be resolved easily?
2. If you would like to speak in confidence to someone, please see the Learner Services team or contact SANITI.
3. If the issue is still not resolved, you can pick up a complaint form from the Learner Services team with instructions on how to file a complaint.
4. A member of staff will then be in contact with you to arrange a meeting.

If you are not satisfied with the outcome of the complaints procedure, you may then take your complaint to iStudent Complaints.

You can find more information on the Complaints Procedure in the The Education (Pastoral Care of International Students) Code of Practice 2016 (including Amendments 2019), given to you during your orientation, or you can ask for a copy of this Summary from Learner Services Team.

Facebook Insights on International Students

ENZ's social media team have compiled some useful insights from the Study in New Zealand Facebook page.

With the rise of Facebook Messenger picked as a social media trend for 2017, ENZ's social communities team have been analysing students'messages to the Study in New Zealand Facebook page they've received since November. The team identified trends and summarised the most common enquiries about New Zealand education levels, course info as well as the top countries that these student enquiries came from.

Buying a Car

Used cars for sale can be found on the Internet at www.autotrader.co.nz and www.trademe.co.nz. Trademe is an auction site (it's the New Zealand equivalent of ebay). Most of the cars for sale on Trademe are offered by used car dealers at a fixed price. Some cars are auctioned or offered at fixed prices by private sellers.

When you buy a car in New Zealand, both you and the seller are required by law to notify Land Transport New Zealand of the change of ownership within seven days of the sale. If you buy a car from a dealer, they may complete some or all of the change of ownership process on your behalf. If they are doing your paperwork for you, check with them that they have actually done it. All cars for sale should have a newly issued WoF (issued within the last month).

You can check the history of used cars by purchasing a Vehicle Information Report (VIR) (NZ$30) or an AA Lemoncheck (NZ$25). These checks enable you to check the odometer history and to discover whether the person selling the car is the actual owner. You can also find out whether the seller has an outstanding loan on the vehicle. Make sure you run the check on the same day as you purchase the vehicle. Whoever you are buying from, you could take along a mechanic to inspect on your behalf, or arrange for the vehicle to be inspected at an AA testing centre prior to handing over your money.

Etiquette

In New Zealand it is very good manners to say “thank you” when someone does something for you, and to say “please” when you ask for something. "Thank you" is said frequently - not just a nod of the head or a smile but the word “thank you".

If you have done something wrong by accident, a simple "I'm sorry" followed by an explanation often clears up any misunderstanding or bad feelings.

Some, but not all, New Zealanders shake hands when they are first introduced. Keep your handshake short and firm.

Try to look at the person you are talking to. This might be very difficult for you at first but in New Zealand it is considered rude not to look at the person you are talking with.

An arm-length distance should be kept when you have a conversation with others to respect people’s ‘personal space’.

Speak politely to shopkeepers. New Zealanders do not usually negotiate the price of an item unless the item is very valuable or they are buying a lot of something.

Return anything that you have borrowed clean and as soon as possible. Ask “how long can I borrow this for?" or "when would you like it back?"

When someone says “No”, the person means “No”. Please accept the person’s decision when they say no.

If people are speaking too quickly ask them to “please slow down”.

If you're not sure of anything ask.

Graduation

Graduations are the most important days in NMIT’s calendar. The ceremonies are recognition of your achievement and hard work, combining academic formality with the celebration of you as a graduate, your families and friends. NMIT has a Nelson graduation, a Marlborough graduation, and the Te Toki Pakohe graduation.

Visit https://students.nmit.ac.nz/graduation/ for more information on graduation.

Kiwi Slang Guide

Below are a few New Zealand slang words to help you adjust to Kiwi culture:

Awesome	Fine, excellent
Bach	A holiday home (also known as a crib in the South Island)
Barbie	Barbecue (also written as BBQ) - food cooked outside over a charcoal or gas fire
Bro	A male friend or relative
Bring a plate	Everyone brings food to share. Don't bring an empty plate.
Bush	New Zealand's native forest
Bushed, had it	Exhausted
BYO	Bring Your Own. A BYO restaurant is a restaurant that allows customers to bring their own wine to drink with their meal.
Choice	Fine, excellent
Crook	To be ill or unwell. Also means a thief
Cuz	A friend or relative
Dag	An amusing person, a character
Dude	A cool or good looking male
G'dday	Greeting meaning hello
Gumboots	Waterproof rubber boots (called Wellingtons in Britain)
Grog	Alcohol
Hard case	A tough but likeable person, an eccentric person
Heart of gold	Describing a person who is very kind
Hook up	Meet up or join in
Hoon	A noisy person, a lout
Jandals	Rubber sandals or thongs (called flip flops in Britain)
Kiwi	New Zealand native bird symbol. New Zealander
Lolly	The usual word for a confection or sweet
Mate	A friend
Mission	An adventure
Munted	To be broken or distorted
Narley	Cool, good
Nerd	A boring person
No worries	Common phrase of agreement
On to it	Efficient or intelligent
Potluck dinner	Everyone brings prepared food to share with all the guests
Pub	A bar where alcoholic drinks are served over the counter
Rapt	Very pleased
She'll be right	Everything is going to be OK
Smoko	Coffee or tea break
Snowed under	Usually has too much work or responsibility
Sticks	Remote or rural district, the countryside
Stoked	Very excited
Sweet as	Great
Swot	Study hard, especially before an exam
Ta	Thanks
Togs	Swimming costume
Tucker	Food
Uni	University
Veggies	Vegetables
Wicked	Fine, excellent
Wop-wops	Remote or rural district, the countryside

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