

# International Student Guide

2023



## Contents Page

|   | Page Number |
|---|-------------|
| Welcome .....   | 3           |
| Geographical Location.....  | 3           |
| Pre Departure Checklist.....  | 4           |
| Accommodation and Transfers .....   | 4           |
| NauMai NZ .....   | 5           |
| Arrival and Your First Few Weeks at NMIT (Orientation) .....                                    | 6           |
| Personal Details .....  | 6           |
| Important Dates and Holidays .....  | 6           |
| Information and Enrolment Centre .....  | 6           |
| IT and Learner Services.....  | 7           |
| Off-campus Counselling Services .....   | 7           |
| SANITI .....  | 7           |
| Student Discounts.....  | 7           |
| Student Visas.....  | 8           |
| Medical and Travel Insurance .....  | 8           |
| Learning and Teaching Policies and Procedures.....  | 10          |
| Fees, Charges and Refunds .....   | 10          |
| The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021..... | 11          |
| Complaints Procedure .....  | 11          |
| Facebook Insights on International Students.....  | 12          |
| Buying a Car.....   | 12          |
| Etiquette .....   | 13          |
| Graduation .....  | 13          |
| Kiwi Slang Guide .....  | 14          |

## Welcome

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

For over 100 years NMIT has been providing high quality education for students just like you. NMIT is enormously proud of its strong international relationships and we have worked particularly hard to attract learners from a wide range of countries across Asia, Europe, Africa and the Americas.

Our international learners help make NMIT a culturally diverse and exciting place to study. Our campuses are vibrant, engaging and offer a great place to learn, study and develop the skills that will help you become both world and work ready. As part of NMIT you will be strongly supported to ensure that your time in New Zealand is enjoyable, rewarding and sets you up for a great career.

I know you'll find your future right here at NMIT.

Team NMIT



Nelson Marlborough Institute of Technology (NMIT) is part of Te Pūkenga – New Zealand Institute of Skills and Technology. [Learn More](#)

## Geographical Location



### 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.

[Campus Maps](#)

## 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)
- Device (computer) if you have one
- Contact details of your friends and families
- Familiarise yourself with NMIT, visit [www.nmit.ac.nz](http://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.

Do enquire early as accommodation to students are allocated on a first-in, first served basis.

Nelson accommodation options available via this [link](#).

### Airport Transfers

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

[Request a transfer](#)

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

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

## 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](mailto: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](tel:035395068) or [library@nmit.ac.nz](mailto:library@nmit.ac.nz)

Marlborough campus: [03 577 2852](tel:035772852) or [marlboroughlibrary@nmit.ac.nz](mailto: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](http://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](https://www.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 Tertiary and International Learners) Code of Practice 2021, and Immigration New Zealand. The international enrolments team will ask you to provide your passport and visa during orientation week.

On Immigration New Zealand's website, you will find information on:

[First-time student visa applications](#)

[Student visa applications - continuing international students](#)

[Immigration online - Student - information for international students](#)

## 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 Tertiary and International Learners) Code of Practice 2021. 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 Tertiary and International Learners) Code of Practice 2021, 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 Te Whatu Ora (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 hospital that manages the services provided in that area. To find out what services a hospital provides, please visit their local website.

A full list of the hospitals with their web addresses can be found [here](#).

### **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](mailto:claims@insurancesafenz.co.nz)

### **For Emergencies Only**

In an emergency call 111 for an ambulance or go to the nearest hospital emergency department.

Save the emergency department for emergencies only. Please do not go to the emergency department for general health care needs. Visit your GP or the Medical and Injury Centre/Urgent Care Centre. Visit [Te Whatu Ora Health New Zealand | Nelson Marlborough](#) for more information.

### **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](http://www.healthline.co.nz) for more information.

### **Maternity Care**

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 Tertiary and International Learners) Code of Practice 2021

NMIT has agreed to observe and be bound by The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021, 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 Tertiary and International Learners) Code of Practice 2021, 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](http://www.autotrader.co.nz) and [www.trademe.co.nz](http://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. Students will be notified of graduation details during the year.

## 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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