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What Proof of Identity documents are required?

Sarah Ryder - 2021-08-12 - [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), you will normally just need to complete a declaration form confirming your identity. If you don't already have an NSN or if there is any suspicion that your declaration contains false information, you will have to undertake the full identity validation process.

To verify your identity, you can bring original documents to Information and Enrolments. Alternatively, please provide 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 Register or Deputy Registrar
- Member of Parliament
- Land Transport New Zealand
- Public Trust or local authority employee designated for this purpose.

If you come from a remote community and are unable 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.

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
- Overseas passport

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

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