

International Student Guide 2024

Pre-arrival Information

NMIT | Te Pūkenga –
New Zealand Institute
of Skills and Technology

nmit.ac.nz



nmit
Nelson Marlborough Institute of Technology
Te Whare Wānanga o Te Taihū o Te Waka a Māui


Te Pūkenga
New Zealand

Contents Page

	Page Number
Welcome	3
Campus information	3
Our location.....	3
Accommodation	4
Pre-departure checklist	4
Information and enrolment centre	4
Learner services, library and IT helpdesk.....	4
NauMai NZ	5
Arrival and your first few weeks (Orientation)	6
Student visas	6
Personal details	6
Important dates and holidays.....	6
Medical and travel insurance	7
Eligibility for health services.....	7
Policies and procedures	8
Fees, charges and refunds	8
The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021.....	8
SANITI	9

Welcome

Welcome to NMIT | Te Pūkenga. We're looking forward to meeting you in person! We've put together some information to help prepare you for study and student life in Nelson and Marlborough, New Zealand.

Campus information

Campus maps are available via this [link](#).

Our location

New Zealand

International Airports and flight times to Nelson and Blenheim:

Auckland	Flight time to Nelson 90 minutes, flight time to Marlborough 90 minutes
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Wellington	Flight time to Nelson 40 minutes, flight time to Marlborough 30 minutes
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Christchurch	Flight time to Nelson 50 minutes, flight time to Marlborough 60 minutes
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Our campuses

We have three main campuses in the Top of the South Island of New Zealand.

Nelson

Located in Nelson's vibrant city centre, taking up an entire city block, our Nelson campus is our first, and largest campus.



Marlborough and Woodbourne

The friendly Marlborough campus is located on the edge of the town of Blenheim, in the heart of New Zealand's wine country.

Our Aviation programmes are based just a short drive from Blenheim, on the Royal New Zealand Air Force Base.



Accommodation

Looking for accommodation? NMIT | Te Pūkenga do not book your accommodation for you, but we can recommend options for you to make your own arrangements.

Accommodation options are available via this [link](#).

Pre-departure checklist

Your checklist:

- Travel documents (air tickets), passport with current visa label
- Your 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 (ie laptop/tablet) suitable for your studies
- Contact details of your friends and families
- Familiarise yourself with NMIT | Te Pūkenga, visit www.nmit.ac.nz or like NMIT | Te Pūkenga on [Facebook](#)

Information and enrolment centre

The Information and Enrolment Centre provides centralised processing in applications, enrolment, re-enrolment, withdrawals, transfers and refunds for all students, email: international@nmit.ac.nz.

Learner services, library and IT helpdesk

At the Library Learning Centres, you can access specific support for:

- [international students](#),
- [wellbeing](#),
- [learning](#),
- [equity disability access](#),
- [Pasifika student support](#),
- [Library Services](#) and the
- [IT Helpdesk](#).

You can [request support](#) or contact the friendly teams by phone or email:

- Nelson campus: 035395068 or library@nmit.ac.nz
- Marlborough campus: 035772852 or marlboroughlibrary@nmit.ac.nz

We can support you at any NMIT | Te Pūkenga campus or online via MS Teams, phone, or email.

For 24/7 urgent assistance for a student wellbeing concern, call 0800 718 277 or +64 3 546 2333 (from outside New Zealand).

'Nau mai' is a Māori phrase of invitation and welcome.

As an international student this is your place to learn about Aotearoa New Zealand, find the information and advice you need, and connect with and explore your new home away from home.

[Studying in New Zealand](#)

Before your arrival - things you need to know before your arrival

- Visa and immigration
- Cost of living
- Accommodation types
- Preparing to travel
- Prohibited items
- Medicines and vaccines
- Arriving in New Zealand

Study Experience - Study and education in New Zealand is unique. Find out about New Zealand's teaching, learning styles, assessments, and more.

- Life on campus
- Teaching and learning styles
- Assessments

Create Goals

- Get a part time job
- Improve English language skills
- Learn about Māori culture
- Make new friends
- Live like a local (including Kiwi slang and common Kiwi words and phrases)

[Health and Wellbeing](#)

- Personal wellbeing
- Staying safe
- Healthcare
- Emergency updates

[Discover New Zealand](#)

- Cities and regions
- Life and culture (including [Māori culture](#), [Speaking te reo Māori](#), [Being LGBTQIA+](#))
- Living in New Zealand (including [The New Zealand climate](#), [Where to practice your religion](#), [Money and banking](#))
- Working in New Zealand
- Laws and government

[More](#)

- Get started (including [public holidays and daylight savings](#))
- Be part of the community
- Tū Ngātahi (Tū Ngātahi is a te Reo Māori phrase that calls us to stand together, and this is our way of saying that we stand together with you. It is a gesture of unity, to show that you are welcome and supported here in New Zealand.)
- Stories
- About [NauMai NZ](#)

Arrival and your first few weeks (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 | Te Pūkenga because we have scheduled an orientation programme for you.

After you have finalised your enrolment you will meet your curriculum teams.

We will:

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

An NMIT | Te Pūkenga [Student ID Card](#) will be provided. The Student ID card is useful for many things: loaning books from the library, accessing buildings, photocopying, obtaining discounts on things like cinema tickets, food etc. If you lose your Student ID card, please see Information and Enrolment Centre at Nelson Campus, Marlborough Campus or Richmond Campus. You will be charged \$15.00 for a replacement Student ID 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 | Te Pūkenga.

Student visas

Student Visa

We are required to take a photocopy of your student visa and the bio 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.

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](#)

Personal details

It is a legal requirement that NMIT | Te Pūkenga 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 [Academic dates](#) on NMIT | Te Pūkenga's website page for semesters, terms and graduation ceremonies dates.

Graduation

Graduations are the most important days in NMIT | Te Pūkenga'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. You will be notified of graduation details during the year.

Medical and travel insurance

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

NMIT | Te Pūkenga will automatically arrange insurance cover for all students.

You may choose your 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 before the programme start date, email international@nmit.ac.nz. Once the insurance policy is evaluated and confirmed as meeting the minimum standards required by the Code of Practice, the policy taken out by NMIT | Te Pūkenga on your behalf will be cancelled and the insurance fees will be refunded to you.

Insurance cover must be to the length of your visa.

Claims information

Studentsafe claims are managed by Allianz Partners. Marsh is responsible for ensuring that claims handling performance is maintained to the highest standard.

To make a claim, please complete the online [Claim Form](#).

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 studies, 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](#).

To see a doctor or health professional in New Zealand, you need to:

- Make an appointment
- Attend the appointment at the agreed time, pay for your consultation yourself (payment ranges from NZD\$60.00-\$130.00 per consultation)
- Keep your payment receipt so you can then claim this money back through your insurance policy
- 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](#).

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.

Maternity Care

Immigration New Zealand provides [this information](#) about maternity services if you are pregnant or become pregnant while studying at NMIT | Te Pūkenga. Please also see NMIT | Te Pūkenga's [policy](#) for students who need to take leave during their studies.

Policies and procedures

Please familiarise yourself with [NMIT | Te Pūkenga's rules, regulations and privacy policies](#).

Te Pūkenga has developed [Te Kawa Maiooro](#), Te Pūkenga educational regulatory framework. Te Kawa Maiooro covers regulations that affect learners, like enrolment, assessment, complaints and graduation.

The [Learning and Teaching Policies and Procedures](#) relate to the delivery of learning and teaching at NMIT | Te Pūkenga.

Fees, charges and refunds

Payment of fees and charges

A completed 'Confirmation of Acceptance' form received by NMIT | Te Pūkenga is a contract from you 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. You shall not be enrolled unless all approved fees and charges have been paid to NMIT | Te Pūkenga. Where payment is unable to be made in New Zealand dollars, US dollars will be accepted.

Applications for refunds

Reasons for requesting a refund and eligibility for refund of enrolment fees are described in NMIT | Te Pūkenga Fees, Charges and Refunds (Ākonga nō tāwāhi - International Learners) policy - see [Refund Eligibility Table](#).

All applications should be in writing to the Information and Enrolment Centre (IEC) Manager, with any supporting documentation as stipulated by the IEC Manager.

The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021

The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 makes sure that tertiary and international learners enrolled with New Zealand education providers are safe and supported.

The Code sets out what education providers must do to ensure the wellbeing and safety of their learners.

You can download the Code in Te reo Māori and English:

[Ngā Tikanga Mahi Mātauranga \(Te Manaaki i Ngā Ākonga Mātauranga Matua me Ērā o Tāwāhi\) 2021](#)
[The Education \(Pastoral Care of Tertiary and International Learners\) Code of Practice 2021](#)

What is the Code?

The Code sets out the roles and responsibilities of education providers in promoting and supporting your wellbeing, safety, and academic success. Under the Code, your education provider should help you to:

- be safe, both physically and mentally
- feel respected and accepted for who you are
- feel supported in your learning and wellbeing
- stay connected to your social and cultural networks
- have your say in decisions about services.

Welcome to **SANITI**

SANITI is your fun, friendly and independent Student Association which provides wellbeing support, events and representation to all enrolled students at Te Pūkenga/NMIT. We provide services for students across all campuses and online.

THE THINGS WE DO:

INTERNATIONAL ACTIVITIES

SANITI and Te Pūkenga/NMIT arrange FREE activities for you to get involved in throughout the year.

INDEPENDENT SUPPORT + WELLBEING

We listen to your concerns and help you with any issues you may have while you're a student.

EVENTS

SANITI puts on regular fun and FREE events on all Te Pūkenga/NMIT campuses & online.

INDEPENDENT ADVOCACY

Our advocates assist with StudyLink, Academic concerns, Complaint Procedures, Tenancy, and referrals or personal situations.

EMPLOYMENT

We can help with CV writing/editing, Cover Letters, Interview Coaching, Employment Contracts and finding job opportunities.

REPRESENTATION

SANITI provides a voice for students on a range of committees and forums. You can get involved as a Programme Representative or Student Executive member. Contact us for more information.



CONTACT US hello@saniti.co.nz
FOLLOW US   **SANITINZ**

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Private Bag 19, Nelson 7040
P: 03 546 9175

NMIT Richmond, 390 Lower Queen Street,
Richmond 7020
P: 03 546 9175

NMIT Marlborough, 85 Budge Street,
PO Box 643, Blenheim 7240
P: 03 578 0215

