

The purpose of this application form is to obtain the information required to enrol you into a Dairy Training programme. Some of the information collected is also required by the Ministry of Education and other government agencies for statistical and registration reasons.

Answer all questions and supply the required documentation requested.

If you need assistance, please contact admin@dairytraining.co.nz or phone 0800 467 768.

After you submit your application, Dairy Training will be in touch to review whether you meet the entry requirements, and if so, to offer you a place in the programme.

Section One: Identification Information

- Preferred title (*please circle*): Ms Miss Mrs Mr Master Dr Other (*please specify*):
- Legal surname(s):
Legal first names(s):
Preferred surname(s):
Preferred first names(s):
(Please ensure your legal name is consistent with your passport or citizenship / permanent resident / work visa documentation)
- Have you previously been known by a different name? Yes - *proceed to Q4* No - *proceed to Q5*
- Previous first names(s):
Previous surname(s):
- Date of birth: / /
- Gender:
Male Female Other
- National Student Number (NSN):
(please write 'unknown' if unsure)
- What is your current role?:
Farm owner Variable order sharemilker Farm manager Farm assistant
Equity partner Contract milker operations Assistant manager Other (*please specify*)
Herd owning sharemilker Operations manager Herd manager

Section Two: Programme Information

8. Please select the programme you wish to enrol and your region:

Progression Management (Level 4)
Business by the Numbers (Level 5)
Write a Business Plan (Level 5)

Northland	Bay of Plenty	Taranaki
North Waikato	Canterbury/North Otago	Other, please specify
South Waikato	Southland/South Otago	
Lower North Island		
Top of South Island/West Coast		

9. How did you find out about this programme? Tick as many as apply

Dairy Training website	New Zealand Young Farmers
Dairy Training tutor	Federated Farmers Primary
DairyNZ consulting officer	ITO
DairyNZ website / social media	From your employer
Dairy Women's Network regional leader	Word of mouth
Dairy Women's Network newsletter / social media	Other (<i>please specify</i>):

Section Three: Personal Details

10. What is your citizenship or residency status?

You will need to provide evidence of citizenship, residency, permanent residency or work visa status. Please see 'Section five' for more details.

New Zealand Citizen	New Zealand Permanent Resident	Work visa
Australian Citizen	Australian Permanent Resident	Other:

11. What ethnic groups do you belong to? You may select up to three

Māori	Greek	Chinese
New Zealand European	Polish	Indian
Samoan	South Slav	Sri Lankan
Cook Island Māori	Italian	Japanese
Tongan	German	Korean
Niue	Australian	Other Asian (please specify):
Tokelauan	Other European (please specify):	
Fijian		Middle Eastern
Other Pacific Peoples (please specify):	Filipino	Latin American
	Cambodian	African
British and Irish	Vietnamese	Other (please specify):
Dutch	Other Southeast Asian (please specify):	
Other ethnicity		

Note: If you selected 'NZ Māori' as your ethnic group, please proceed to question 12, or all other options proceed to question 13.

12. What is the name of your Iwi? (You may provide more than one Iwi if needed)

Iwi one:

Iwi two:

Iwi three:

13. What was your main activity or occupation in New Zealand as at 1st October in the year prior to this application? Please select one only

Secondary school student	Polytechnic student
Non-employed of beneficiary (excluding retiree)	House-person or retired
Wage or salary worker	Overseas (irrespective of occupation)
Self-employed	Private training establishment student
University student	Wananga student

14. Do you live with the effects of significant injury, long term illness, disability or learning difficulty?

Yes - proceed to Q15

No - proceed to Section Four: Education History

15. How would you describe your impairment, disability, learning difficulty or long term medical condition? Tick all that apply

Hearing impairment	Specific learning difficulty
Speech impairment	Mobility
Vision impairment	Psychological / psychiatric
Other (please specify):	

Section Four: Education History

16. What is name of the last secondary school you attended?:

17. What year did you leave secondary school?:

18. What is the highest level of achievement you hold from a secondary school? *Please select one only*

No formal qualifications

University Entrance

14 or more credits at any level

NCEA level 3 or Bursary or Scholarship

NCEA level 1 or School Certificate

Overseas qualification (includes intermediate Baccaulaureate & Cambridge)

NCEA level 2 or 6th Form Certificate

Not known

Other (please specify):

19. Will this be your first year of tertiary study?

Yes - proceed to Q20

No - proceed to Q23

20. What was the name of the organisation you studied with previously?:

21. What was the year of your first enrolment?:

22. Please list the highest tertiary qualification you hold:

23. Are you currently enrolled in any other study?

Yes - proceed to Q24

No - proceed to Section Five - Verification

24. Please specify what other study you're currently enrolled in:

Section Five: Verification

To qualify as a domestic student, and so to be entitled to the Government tuition subsidy, you must be a citizen of New Zealand (including students from the Cook Islands, Tokelau, or Niue who have New Zealand citizenship), resident or permanent resident of New Zealand or a citizen or permanent resident of Australia residing in New Zealand. You must provide evidence of citizenship, residency or permanent residency by attaching a verified document (by following the 'verification process' below) to this application. Alternatively, attach a photo of your passport and then bring the original copy of your passport along on the first day of class for the tutor to sight. An example of an accepted document could include:

- A verified copy of a birth certificate with place of birth stated as New Zealand, Australia, Cook Islands, Tokelau, or Niue
- A verified copy of a New Zealand or Australian passport
- A verified copy of a statement of Whakapapa, including date of birth, counter signed by Kaumatua (if no birth certificate or passport exist)
- A verified copy of a certificate of citizenship or letter of confirmation
- A verified copy of an overseas passport with residency stamp

The verification process involves having an original document sighted and a copy of the document signed. This can be done by a Justice of the Peace, Barrister, Court of Deputy Registrar, Member of Parliament, Land Transport NZ, or Public Trust. Please note that if you have recently been married and your National Student Number (NSN) likely to be registered in your maiden name, please provide verification of both one of the above documents AND a verified copy of your marriage licence.

If you are in New Zealand on a work visa, please complete the above process with your work visa documentation – i.e. either attach a verified copy of your work visa to this form, or take a photo of it and bring it along on the first class day for the tutor to sight.

If the course you are attending is delivered online, verified documents must be attached to this application.

25. Please attach a copy of your documentation for verification. *If you don't have this document, please continue with your application and we will follow up with you on this prior to offering you a place in the programme.*

Attached to this document

Not attached to this document

26. Have you recently been married, and is your National Student Number (NSN) likely to be registered in your maiden name?

Yes

No

If you answered yes, please answer Q27. Otherwise, continue to Q28.

27. Please attach a copy of your verified marriage licence. *If you don't have this document, please continue with your application and we will follow up with you on this prior to offering you a place in the programme.*

Attached to this document

Not attached to this document

Section Six: Contact Details

28. Please provide your home address:

Street number:

Street name:

Suburb / RD:

City / town:

Region:

Country:

Postcode:

29. Please provide your postal address:

(if different from home address)

Street number:

Street name:

Suburb / RD:

City / town:

Region:

Country:

Postcode:

30. Please provide your contact details

Best contact phone number:

Email address:

31. Emergency contact name:

Emergency contact relationship to you:

Emergency contact phone number:

A. Eligibility

To be eligible to enrol on a Dairy Training programme students must:

1. Be 18 years of age or older.
2. Meet the programme-specific entry requirements such as literacy and numeracy, number of years work experience, access to records and financial information, and have completed any pre-requisite courses. Check with Dairy Training about the entry requirements for the programme you are interested in.
3. Have their application reviewed by Dairy Training staff.

B. Fees

In signing this application form you undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery. See Section E regarding Dairy Training's withdrawal policy. Student fees are held in a holding account for safeguarding.

C. Privacy - supply of information to government agencies and other organisations

Dairy Training collects and stores information from this form to government agencies, including:

- the Ministry of Education
- the New Zealand Qualifications Authority
- the Tertiary Education Commission
- the Ministry of Social Development
- Immigration New Zealand

Those agencies use the data supplied by tertiary education organisations to:

- administer the tertiary system, including allocating funding
- develop policy advice for government
- conduct statistical analysis and research

The Ministry of Education may supply data collected on this form to Statistics New Zealand for the purposes of integrating data with data collected by other government agencies, subject to the provisions of the Statistics Act 1975. Integrated data is used for the production of official statistics, to inform policy advice to government and for research purposes.

When required by law, Dairy Training releases information to government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Compensation Corporation (ACC).

Information collected on this form may be supplied to other educational organisations for the purpose of verifying academic records.

In signing this application form you authorise such disclosure on the understanding that Dairy Training will observe the conditions concerning the release of information, as set out in the Privacy Act 1993, the Education Act 1989 and other relevant legislation.

You consent to your email address being used to send academic material and information associated with the programme. You may request to see any information held about you and request that any errors in that information be amended or noted. To do so, contact admin@dairytraining.co.nz

D. Withdrawal

Dairy Training understands that student circumstances can unexpectedly change. If you enrol and then think you won't be able to attend, make sure you talk to a Dairy Training staff member as soon as you can to see if we can help in any way and to try and avoid any financial penalties.

Following are important rules around fees to be aware of:

1. Students considering withdrawing need to notify the tutor or Dairy Training and discuss the reasons and implications with their tutor, preferably prior to the commencement of the first class.
2. Students withdrawing prior to the commencement of the programme will be entitled to a full refund minus the administration fee.
3. Students withdrawing within the 10% period will be entitled to a refund of the fees paid minus the administration fee.
4. Students withdrawing after the 10% period will not be entitled to any refunds.

Section Eight: Fees

32. Who will be paying the fees for this programme?

I will be paying the fees myself *(If you are paying the fees yourself, skip to Section Nine: Declaration)*

My employer will be paying the fees

There are no fees or an industry organisation is paying the fees

Other:

33. What are the contact details of the person / organisation that will be paying the fees for you? *(For invoicing purposes)*

First name / surname:

Email address:

Contact number:

Section Nine: Declaration

Please read this declaration carefully before you submit. It is an offence under the Crimes Act 1961 to make a false declaration.

- I declare that to the best of my knowledge all the information supplied on and with, this application for application form is true and correct.
- I agree to abide by the conditions described within this document and consent to the disclosure of personal information as described above.
- I acknowledge that my enrolment is not complete until I have provided all relevant personal information, established my identity, and paid all relevant fees and charges in accordance with the Dairy Training terms and conditions of enrolment.

Signature

First name, surname

/ /

Date