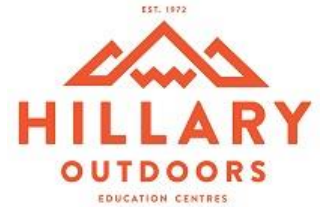




# Hillary Outdoors Education Centres



## Initial Application Questionnaire 2019

This form may be completed and returned electronically, and signed at a later stage.

Private Bag 37  
Turangi, 3353  
New Zealand

Phone: 07 386 5511  
Email: [tuib@hillaryoutdoors.co.nz](mailto:tuib@hillaryoutdoors.co.nz)  
Website: [www.hillaryoutdoors.co.nz](http://www.hillaryoutdoors.co.nz)

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Welcome to Hillary Outdoors. Please answer the following questions, to the best of your ability. There are no right or wrong answers to these questions. The purpose is to give us an insight into your prior learning as it relates to this programme.

A PERSONAL DETAILS							
<b>1</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%; padding: 5px;">Print your full legal name:</td> <td style="padding: 5px;"><i>Family Name</i></td> <td style="width: 80%;"></td> </tr> <tr> <td></td> <td style="padding: 5px;"><i>Given Name(s)</i></td> <td></td> </tr> </table>	Print your full legal name:	<i>Family Name</i>			<i>Given Name(s)</i>	
Print your full legal name:	<i>Family Name</i>						
	<i>Given Name(s)</i>						
	Preferred first name:						
<b>2</b>	Course applied for:						
<b>3</b>	<p><b>Nationality:</b> (attach a copy of ID, drivers license or passport, with visa if necessary)</p>						
	If you are from New Zealand, do you identify as New Zealand Māori?						
	Age: <span style="float: right;">Date of Birth:</span>						

B CONTACT DETAILS										
<b>4</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%; padding: 5px;">Address and contact details:</td> <td style="padding: 5px;"><i>Home Address:</i></td> <td style="padding: 5px;"><i>Postal Address: (if different from home address)</i></td> </tr> <tr> <td style="padding: 5px;"></td> <td style="padding: 5px;"><i>Phone:</i></td> <td style="padding: 5px;"><i>Mobile:</i></td> </tr> <tr> <td style="padding: 5px;"></td> <td colspan="2" style="padding: 5px;"><i>Email:</i></td> </tr> </table>	Address and contact details:	<i>Home Address:</i>	<i>Postal Address: (if different from home address)</i>		<i>Phone:</i>	<i>Mobile:</i>		<i>Email:</i>	
Address and contact details:	<i>Home Address:</i>	<i>Postal Address: (if different from home address)</i>								
	<i>Phone:</i>	<i>Mobile:</i>								
	<i>Email:</i>									

<b>C NSN</b>	
<b>5</b>	If you have a National Student Index Number (also known as the “NSN” or NZQA Record of Learning number), please write it here:

<b>D QUESTIONNAIRE</b>	
<b>6</b>	In what way have your experiences so far equipped you for this particular course?
<b>7</b>	What special strengths will you bring to this course?
<b>8</b>	What are your weaknesses?



<b>14</b>	What do you do to keep physically fit?

<b>E</b>	<b>ACADEMIC INFORMATION</b>
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<b>15</b>	Secondary School:	What was the name of the last secondary school you attended? State "overseas", if applicable.	
		What was your last year at secondary school? <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	
		What is the highest level of achievement you hold from a secondary school? Your highest achievement may be a "traditional" award such as School Certificate, or you may have achieved a number of credits or a National Certificate at a certain level on the National Qualifications Framework. Your NZQA Record of Achievement shows you how many credits you have. Tick only one box.	
		<i>No formal secondary qualifications</i>	<input type="checkbox"/> 00
		<i>14 or more credits at any level</i>	<input type="checkbox"/> 11
		<i>NCEA Level 1 or School Certificate</i>	<input type="checkbox"/> 12
		<i>NCEA Level 2 or 6th Form Certificate</i>	<input type="checkbox"/> 13
		<i>University Entrance</i>	<input type="checkbox"/> 14
		<i>NCEA Level 3 or Bursary or Scholarship</i>	<input type="checkbox"/> 15
		<i>Overseas qualification (includes International Baccalaureate &amp; Cambridge Exams) *</i>	<input type="checkbox"/> 09
		<i>Other *</i>	<input type="checkbox"/> 98
		<i>Not known</i>	<input type="checkbox"/> 99
		* Please specify if "Overseas qualification" or "Other". _____	

<b>F</b>	<b>TERTIARY EDUCATION</b>
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<b>16</b>	If you have studied at other Tertiary Institutions please enter the details in the table below.				
	Year of Study	Name of Institution	Name of course	Number of years	Completed yes/no

G EMPLOYMENT HISTORY		
17	Please complete the table below for your most recent employment. Of particular interest is volunteer or paid work that relates to the outdoors.	
	Dates	Name of employer

H OFFENCES	
18	Have you been convicted of a criminal offence within the past 10 years, or are you currently being charged with a criminal offence?
	Yes / No (please circle)
	If yes, please give details:
<p><i>Successful applicants will be required to complete a Police Check and meet the Vulnerable Children's Act requirements, as this course involves contact with young people. Unrelated offences may not preclude you from being accepted.</i></p>	

I REFEREES							
19	Please provide the names and contact details for two referees, who are not related to you, who may be contacted by us.						
	<table border="1" style="width: 100%;"> <tr> <td style="width: 60%;">Name:</td> <td>Relationship to Referee:</td> </tr> <tr> <td>Phone:</td> <td>Mobile:</td> </tr> <tr> <td colspan="2">Email:</td> </tr> </table>	Name:	Relationship to Referee:	Phone:	Mobile:	Email:	
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Name	Relationship to Referee"						
Phone:	Mobile:						
Email:							

Please help Hillary Outdoors to advertise in the right places by letting us know how you heard about this course:

How would you be planning to pay the course fees?                      Student Loan / Private Payment (please circle)

**This form may be completed and returned electronically, and signed at a later stage.**

**Declaration –**

*I am aware that unannounced random drug testing will be undertaken periodically in line with our drug free policy at Hillary Outdoors.*

*I declare that to the best of my knowledge all the information supplied on, and with, this application form is true and complete, I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above.*

\_\_\_\_\_

Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_

Date

➤ **Please make sure that you sign your application form above** ◀

Name \_\_\_\_\_

### Outdoor Activity Log (for the last two years)

Please complete the table below with as much information as possible, use extra paper if required.

Pursuit	Approximate number of days spent involved in pursuit	Competency level reached e.g. beginner/ intermediate/ advanced	With whom did you participate? e.g. Personal (friends)/ School/ Polytech/ University/ Club etc	Location, where mainly have you been involved in this pursuit?	Any formal training/training courses? (state with whom)
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**Tramping (hiking):**

Day tramps					
Multi-day tramps					

**Mountaineering:**

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**Rock Climbing:**

	Can you lead? Yes/No	Climbing grade?	Leading grade?
Natural rock			
Indoor walls			

**Kayaking:**

	Can you roll a kayak? Yes / No	If so, what side and type of roll?
Flat water		
White water (Rivers)		Grade of river:

**Sea Kayaking:**

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**Rafting:**

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**Caving:**

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**Instructing:**

Instructing groups				
Assistant instructing groups				
Observing groups				

**Other: (Please specify)**

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**Driving: (Circle one)**

Learners	Restricted	Full Car	Other: (Please specify)
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**Code of Practice for the Pastoral Care of International Students:**

The Hillary Outdoors Education Centres has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Minister of Education. Copies of the code are available on request from this institution or from the New Zealand Ministry of Education website at [http://www.nzqa.govt.nz/assets/generated\\_pdfs/education-code-of-practice-7994.pdf](http://www.nzqa.govt.nz/assets/generated_pdfs/education-code-of-practice-7994.pdf)

**Student Complaints**

Hillary Outdoors have internal grievance procedures if students have concerns about their treatment. If you are a student and you are not satisfied with the outcome of the organisation's formal complaint process, you can raise your concerns with iStudent Complaints. They can resolve contractual and financial disputes against your provider in New Zealand, and will direct any complaints about Code breaches to the New Zealand Qualifications Authority (NZQA). For more information see their website at <http://www.istudent.org.nz/>

**Immigration:**

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available from the new Zealand Immigration Service, and can be viewed on their website at <https://www.immigration.govt.nz/new-zealand-visas>

**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 cost of the treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health and can be viewed on their website at <http://www.health.govt.nz/new-zealand-health-system/eligibility-publicly-funded-health-services>

**Accident Insurance:**

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical related costs. Further information can be viewed on the ACC website at <http://www.acc.co.nz/making-a-claim/am-i-covered/index.htm>

**Medical and Travel Insurance:**

International students must have appropriate and current medical and travel insurance while studying in New Zealand. NB Students must provide evidence of appropriate and current medical and travel insurance. This insurance must cover the full length of time spent in New Zealand. An overseas Insurance Policy will only be accepted if it is accompanied with an English translation. Hillary Outdoors will keep a record of the Insurance Policy number and the type of cover provided.

**Conditions of Acceptance:**

If your application is accepted you will receive from Hillary Outdoors a letter offering a place on the course. You are then required to accept this offer by paying a minimum deposit of 10% of the course fee. This must be paid within 7 days of written confirmation of acceptance on the course to guarantee you a place on the course. *The payments should be made in New Zealand dollars through a New Zealand registered bank or by bank draft.*

You are then required to make visa applications, fees must be paid in full before student visas or permits are issued by NZ Immigration.

*Refunds:* The final date for withdrawal from the Certificate in Outdoor Adventure Skills and Leadership or the National Diploma in Outdoor Recreation (Instruction) courses for International Students is up until the end of the tenth day of the course where students are entitled to a refund of 75% of total fees paid.

Withdrawal from these courses after this withdrawal period does not result in any refund.

Course fees will be refunded in full, without deductions, only if you are refused a visa by New Zealand Immigration Authorities and if your cancellation is received at least four weeks before the commencement of the course.

If the information you give in your application regarding your age, outdoor skills and experience or English language ability has been falsified Hillary Outdoors reserves the right to terminate your place on the course without a refund.

**Declaration by Applicant:**

I have read and understood the above and agree that the facts stated by me in my application are true and correct.

**Signature of Applicant:**

**Date:**

Day

Month

Year