

OUTDOOR EDUCATION FULL-TIME TERTIARY TRAINING 2023 PROSPECTUS

- > New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4
- > New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5



STUDY AT A LEADING
NEW ZEALAND OUTDOOR
EDUCATION CENTRE



www.hillaryoutdoors.co.nz

"People do not decide to become extraordinary.
They decide to accomplish extraordinary things."

- Sir Edmund Hillary

OUR PURPOSE

People are empowered to do extraordinary
things by achieving growth through adventure;
and connection through participation.

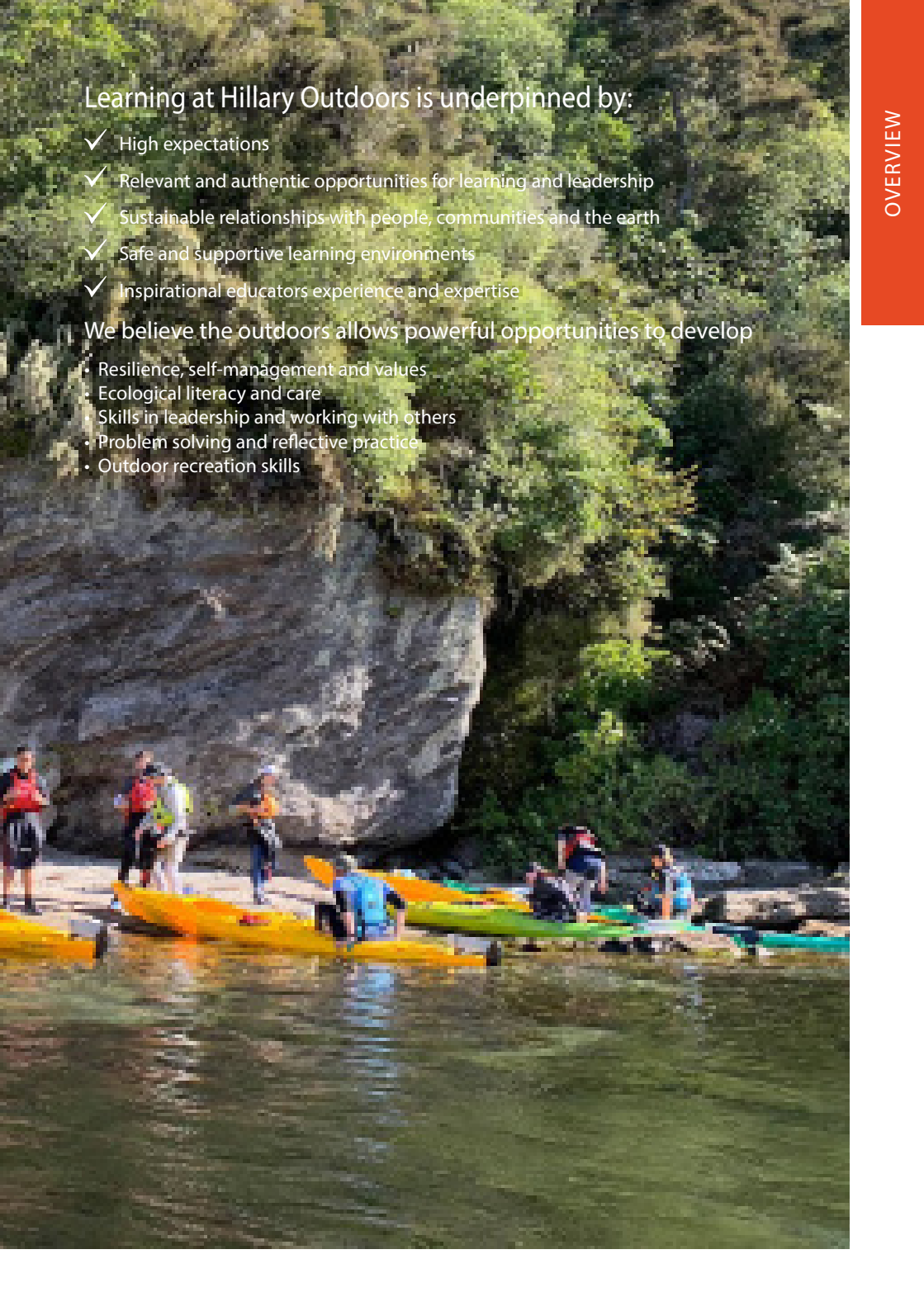


Learning at Hillary Outdoors is underpinned by:

- ✓ High expectations
- ✓ Relevant and authentic opportunities for learning and leadership
- ✓ Sustainable relationships with people, communities and the earth
- ✓ Safe and supportive learning environments
- ✓ Inspirational educators experience and expertise

We believe the outdoors allows powerful opportunities to develop

- Resilience, self-management and values
- Ecological literacy and care
- Skills in leadership and working with others
- Problem solving and reflective practice
- Outdoor recreation skills





PROFESSIONALLY FOCUSED COURSES

Hillary Outdoors Education Centres is a not-for-profit charitable trust that strives to develop people's potential through outdoor education and adventure. Tertiary programmes are offered to those wanting to develop their outdoor skills, experience adventure and train towards careers in the outdoor industry. Hillary Outdoors is a registered Private Training Establishment (PTE), as defined in the Education Act (1989), and receives funding from the Tertiary Education Commission (TEC). Hillary Outdoors is a Category One PTE. Following the External Education Review (EER) in 2022, the New Zealand Qualifications Authority (NZQA) is highly confident in the education performance of Hillary Outdoors. NZQA is confident in the capability in self-assessment of Hillary Outdoors.

Both the level 4 and the level 5 qualifications focus on acquiring the technical skills required for a career in the outdoors, coupled with personal development in leadership and facilitation and an understanding of risk management, kiatiakitanga and training principles related to outdoor activities. Group sizes are small which allows for development to take place in a supported environment through learning and teaching skills and sharing adventures.

Hillary Outdoors offers two qualifications at Level 4 and 5 on the New Zealand Qualifications Framework. The New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4 is the first year course focused on developing core knowledge and skills in a wide variety of outdoor activities. This leads into the second year New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5, focused on further developing and enhancing your technical, instructional and leadership capabilities in a range of outdoor activities for an outdoor career. Both courses are based at the Hillary Outdoors Tongariro Centre.

TRAIN WITH THE BEST

Hillary Outdoors instructors are committed professionals who bring an enormous amount of experience from all corners of the globe in all aspects of skill development in the outdoors. Hillary Outdoors is a New Zealand Outdoor Instructors Association (NZOIA) Assessment Centre employing some of the top outdoor professionals in the country including NZOIA assessors across most disciplines; these are the people who set the standards across the outdoor industry in New Zealand and it would be rare to find such a broad range of experience in other organisations within our industry. In addition, our Tertiary team has years of experience working in the education sector.

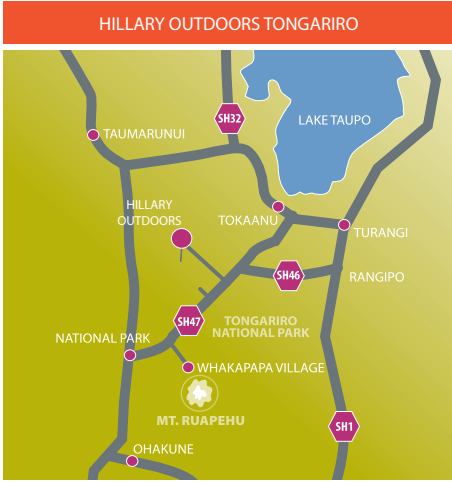
A course coordinator manages each of the tertiary programmes and is responsible for the overall pastoral care of the students on the course. They have regular contact with the students to ensure continuity of the programme and an effective flow of information. The course coordinator and a variety of other instructional staff at Hillary Outdoors, who have specialist technical skills and expertise, facilitate the content of each course.

Hillary Outdoors believes this approach gives students exposure to a variety of leadership styles and provides high quality contemporary instruction in all areas of the programme. Apart from teaching the required skills of the course, the instructors also teach the students how to learn, ensuring the learning experience is a continuing process.

NZOIA
Excellence in Outdoor Leadership



HILLARY OUTDOORS CENTRES



Hillary Outdoors primarily operates from two centres in the North Island of New Zealand; one adjacent to the Tongariro National Park, the other on Great Barrier Island. Although the tertiary programmes are predominantly delivered from Hillary Outdoors Tongariro, there may be opportunities for students to visit Hillary Outdoors Great Barrier Island as part of their studies.





HILLARY OUTDOORS TONGARIRO

Tongariro National Park is located in a beautiful wilderness area of the Central North Island. Tongariro is New Zealand's oldest National Park and a dual World Heritage area. This status recognises the park's important Māori cultural and spiritual associations as well as its outstanding volcanic features. The Park and surrounding areas offer a huge variety of natural environments, providing the perfect outdoor classroom for many of the practical elements of our courses.

Hillary Outdoors Tongariro is situated 3 kilometres off State Highway 47 on the western side of Tongariro National Park. It is an area rich in natural and cultural history surrounded by lakes, rivers, mountains and native bush. We believe this is one of our unique points of difference relative to other tertiary providers – everything is on our doorstep for outdoor activities, whether during course time or students' own time adventuring. To find us, travel via Tokaanu, Turangi or National Park onto State Highway 47. We can be found approximately 25 kilometres along this road from each of these townships. The Centre is well signposted from the main road.



HILLARY OUTDOORS GREAT BARRIER ISLAND

Hillary Outdoors Great Barrier is situated towards the northern end of Great Barrier Island in the Hauraki Gulf. Great Barrier Island is the 'Guardian of the Gulf'; exposed to rugged elements, it shields the inner islands and offers a variety of environments that challenge and inspire. Hillary Outdoors students and staff are privileged to have access to this world-class outdoor classroom right on Auckland's doorstep. Travel to the island is by ferry or plane.

New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4

DURATION:
FULL-TIME
34 WEEKS

NATIONAL
QUALIFICATION
LEVEL: 4

EQUIVALENT FULL
TIME STUDENT
(EFTS): 1

Programme Description

Graduates will be able to safely manage themselves across a wide variety of outdoor activities. They will have a good knowledge of kaitiakitanga including sustainability. Graduates will also be able to understand the principles of health and performance that underpin safe practice and enhanced performance in a range of outdoor pursuits. They will have a good understanding of safety management systems including dealing with emergency situations and will be able to lead activities in low risk or non technical environments under direct supervision. Students will have the opportunity to gain NZOIA leader awards in bush and abseiling.

Programme Outline

The programme includes modules in:

- Navigation
- Bush Craft and Survival
- Tramping
- Weather Interpretation
- Environmental Sustainability and Leave no Trace
- Sea Kayaking
- River Rescue
- Risk Management
- Adventure Based Learning (ABL)
- Outdoor First Aid (delivered by Peak Safety)
- Leadership in the Outdoors
- Expeditioning
- Work Experience
- Communication
- Rock Climbing
- White Water Kayaking
- Snow Skills
- Kaitiakitanga
- Principles of physical and psychological performance
- Hauora





Programme Purpose

- Deliver the requirements for students to gain the New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4
- Provide students with a broad base of technical skills in a range of outdoor activities
- Prepare students for a career in outdoor education, the adventure tourism industry and provide the opportunity for further related study
- Prepare students to gain industry qualifications
- Enable students to develop leadership potential
- Create an environment in which personal growth is encouraged and supported

Programme Objectives

- Gain exposure to a wide range of outdoor experiences
- Develop experience and technical skills in specific outdoor pursuits (kayak, rock, bush and snow skills)
- Work in a team and develop communication and interpersonal skills
- Develop the leadership skills necessary to lead groups in the outdoors
- Develop empathy for all aspects of kaitiakitanga and learn strategies to conserve the natural environment
- Gain understanding of tikanga Māori and the significance of this in our land use
- Develop a philosophy of outdoor education/recreation
- Develop an understanding of health and fitness in relation to a range of outdoor activities
- Develop the ability to form accurate self-assessment of skills, including:
 - ✓ Identifying levels of safe operation
 - ✓ Formulating strategies for furthering personal and professional development

What Makes this Programme Unique?

- The opportunity to study at one of New Zealand's leading outdoor education centres and observe current instructors in practice
- The programme will contain at least 10 days experience alongside a Hillary Outdoors instructor working with school groups
- The opportunity to learn from a variety of instructors with expertise in a range of fields
- Easy access to a wide range of amazing outdoor environments in the Central North Island – alpine, bush, lakes, rivers and rock
- Training focused on industry needs directed at both outdoor education and adventure tourism careers

Programme Length and Delivery

The New Zealand Certificate in Outdoor Adventure Education (multi-skilled) Level 4 is a full-time, 34 week programme from February to November delivered at Hillary Outdoors Tongariro, including a combination of theory and practical lessons, as well as one day and multi-day trips. Some resource may be made available online.

Student Entry Requirements

- Minimum of 18 years of age
- Demonstrate a genuine interest in the outdoors and a variety of outdoor activities
- Have a good level of physical fitness to withstand the demands of the course
- Be water confident
- Responsible attitude and the necessary communication skills to work as part of a small team and also to work with client groups
- Ability to be self motivated and motivate others around you
- Physically & mentally fit.

Minimum Academic Entry Requirements

English Language requirements

All applicants must have a standard of English sufficient to be able to study at this level. Students for whom English is not their first language are required to provide evidence of an International English Language Testing System (IELTS) score of 5.5 in speaking/ listening with all bands 5.0 or higher Test of English as a Foreign Language (TOEFL) 530, issued within the last two years or an equivalent qualification.

Domestic students

As a guide, a minimum of 48 credits at NCEA Level 2 (at least 12 credits in one subject) OR equivalent OR equivalent work and/or life experience.

International students

Proven equivalence to domestic entry requirements and IELTS 5.5 with no band score less than 5 (or equivalent). <https://www.nzqa.govt.nz/about-us/our-role/legislation/nzqa-rules/nzqf-related-rules/the-table/>



At the time of application all applicants must:

- Be able to show in their application that they have a keen interest in outdoor recreation
- Submit an outdoor activity log demonstrating their applicable outdoor recreation experience
- Supply certified copies of proof of identity, academic records, proof of residency (if appropriate) and a curriculum vitae
- Supply two referees' reports that attest to their suitability for study on the programme
- Meet the Vulnerable Children's Act (VCA) requirements, including a police clearance
- Be aware that unannounced random drug testing will be undertaken periodically in line with our drug free policy at Hillary Outdoors
- Declare any wellbeing issues that would compromise their ability to participate in course activities

Selection Procedure

All applicants who meet the entry criteria are eligible for selection. Applications are accepted throughout the year prior to the start of the course, via the online application form. The application will be acknowledged and then a request for referees will be made. Online interviews are arranged for all eligible applicants. Places for exceptional candidates will be offered on a first come first served basis with all other suitable candidates being informed by the end of September if they have been successful. Further applications will be taken after this date if spaces are still available.

Workload

Students will need to be available for course time from Monday to Friday; most weeks will involve approximately 30 hours contact time but contact days and hours will vary from week to week depending upon the course content. Trips away occur throughout the year when you will be required to be away for one or more nights. Students will need to commit to completing personal trips outside of course time to practice and consolidate their skills and experience as there is a required minimum number of days to be logged for the various outdoor activities.

Practical Industry Work Experience

All students complete different blocks of work experience as part of their course. This will include working alongside Hillary Outdoors instructors as well as time with other Outdoor Education/Adventure Tourism operators. This is an opportunity to learn in a workplace under direct supervision and training. Students are encouraged to seek and negotiate their own external work experience with the support of their Course Coordinator.

Additional Course Costs

It is your responsibility to pay for:

- Personal clothing, personal equipment and gear – minimum gear requirements are listed on page 19-20. Advice on purchasing outdoor clothing/equipment and discounts available from selected retailers will be supplied on enrolment
- Food for overnight trips during the course
- Any textbooks
- Transport to/from course and work experience

Further Study Options

Students who successfully complete the New Zealand Certificate Outdoor and Adventure Education (multi-skilled) Level 4 and who show the necessary aptitude and ability will take precedence over external applicants for the New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5.

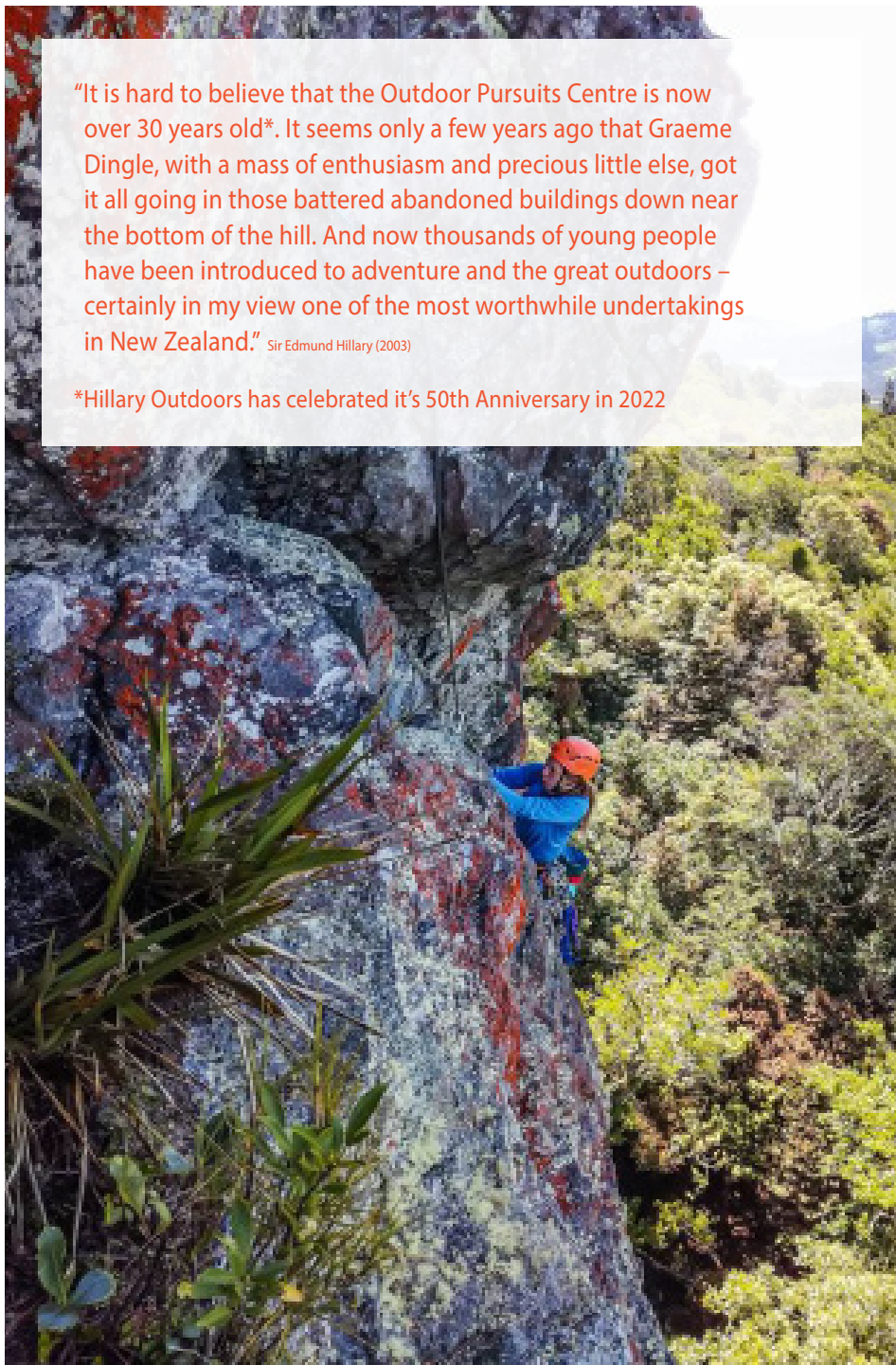
Student Loans/Allowances

Student loans and allowances are for domestic students only. For information about student loans and allowances visit the StudyLink website <https://studylink.govt.nz>



"It is hard to believe that the Outdoor Pursuits Centre is now over 30 years old*. It seems only a few years ago that Graeme Dingle, with a mass of enthusiasm and precious little else, got it all going in those battered abandoned buildings down near the bottom of the hill. And now thousands of young people have been introduced to adventure and the great outdoors – certainly in my view one of the most worthwhile undertakings in New Zealand." Sir Edmund Hillary (2003)

*Hillary Outdoors has celebrated it's 50th Anniversary in 2022



New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5

DURATION:
FULL-TIME
34 WEEKS

NATIONAL
QUALIFICATION
LEVEL: 5

EQUIVALENT FULL
TIME STUDENT
(EFTS): 1

Programme Description

Graduates will have an all round ability to instruct and lead groups in the outdoors, with a focus on teaching and instructing these skills to others through leading and facilitating outdoor education experiences. As well as demonstrating a high level of risk management during outdoor activities, they will be able to show communication and interpersonal skills required to present information to groups. Graduates of the New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5 will be able to operate independently in a range of pursuits and have the skills to safely instruct or guide a range of outdoor activities.

Programme Outline

Course modules are structured so that students will develop their existing technical skills in a range of activities, specifically rock, alpine and kayaking. Students will have the opportunity to also select an elective (either rock or kayak) to further develop personal skills in this area.

A focus of the course is learning to lead others and students will learn how to lead others in both rock and kayak and will sit a New Zealand Outdoor Instructors Award (NZOIA) Leader award in both of these disciplines.

Modules for the programme include:

- Core Outdoor Leadership and Management
- Safety management in the outdoors
- Alpine skills
- Rock climbing skills and instruction
- Generic instruction and coaching practises
- Sea kayaking
- Kaitiakitanga , tikanga and sustainability including Leave No Trace principles
- Industry experience – both at Hillary Outdoors and with other employers
- Kayaking skills and instruction

A five day Pre Hospital Emergency Care course will be a co requisite of the Programme and will be included in the course costs and provided by an external provider (Peak Safety) at Hillary Outdoors.

Programme Purpose

- Deliver the requirements needed for students to gain the New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5
- Prepare students for a career as an outdoor recreation professional
- Provide students with instructor training and experience in outdoor activities that will enable them to complete industry based qualifications
- Provide students with the personal experience needed to work in either the outdoor education or outdoor recreation sectors

Programme Objectives

- To enable students to gain further experience, training and increased technical skills in a range of outdoor activities that are fundamental in outdoor education and recreation worldwide in particular rock, kayaking, bush and alpine
- Provide students with opportunities to learn, develop and apply their instructional skills, strategies and techniques with clients in outdoor contexts and receive feedback
- Allow students the opportunity to form an accurate self-assessment of their skills and abilities, including:
 - ✓ Identifying levels of safe operation for themselves and others
 - ✓ Developing strategies for furthering their professional development
- Develop communication, facilitation and presentation skills
- Develop an understanding of 'Leave No Trace' and the ability to teach these principles
- Develop an understanding of kaitiakitanga and sustainability issues
- Develop an understanding of training principles relating to outdoor activities
- Understand and role model respect for Tikanga in relation to participation in outdoor activities



What Makes this Programme Unique?

- The opportunity to study at one of New Zealand's leading outdoor education centres and directly experience how an outdoor education centre operates
- This programme will contain instructional experience working alongside instructors at Hillary Outdoors, learning from their various skill sets and styles
- Easy access to a wide range of amazing outdoor environments in the Central North Island – alpine, bush, lakes, rivers and rock
- Successful graduates may have the potential for future employment at Hillary Outdoors
- Diploma completion recognised towards Bachelor in Sustainability and Outdoor Education at Ara Institute of Canterbury.

Programme Length and Delivery

New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5 is a full-time 34-week programme from February to November delivered at Hillary Outdoors Tongariro, including a combination of theory and practical lessons, as well as one day and multi-day trips. Some of the theoretical elements may be taught by on line learning.

Student Entry Requirements

- Minimum of 19 years of age
- Have completed Hillary Outdoors' New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4 or a comparable qualification with another tertiary outdoor provider, or have the equivalent skills and experience*
- Show a genuine interest and enthusiasm to instruct and lead others in the outdoors
- A solid base of technical outdoor skills in a variety of outdoor activities
- Have work experience in a leadership role
- Have a good level of physical fitness to withstand the demands of the course
- Be water confident
- Hold a current First Aid Certificate
- Be self-motivated, with a responsible attitude and the ability to communicate effectively with a variety of people, and as part of a team

Minimum Academic Entry Requirements:

English Language and International Student requirements

All applicants must have a standard of English sufficient to be able to study at this level.

Students for whom English is not their first language are required to provide evidence of an IELTS score of 5.5 in speaking/listening with all bands 5.0 or higher, issued within the last two years or an equivalent qualification. <https://www.nzqa.govt.nz/about-us/our-role/legislation/nzqa-rules/nzqf-related-rules/the-table/>

Domestic students

New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4 OR equivalent OR demonstrated equivalent skills and knowledge*

*Applicants must present an outdoor logbook of logged experience in a range of outdoor activities demonstrating skills and knowledge that correspond to the learning outcomes of the New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4.

At the time of Application, all Applicants must:

- Be able to show in their application that they have a genuine interest and enthusiasm to instruct others in the outdoors and have work experience in a leadership role
- Have a solid base of technical outdoor recreation skills in a variety of outdoor activities through submission of an outdoor activity log demonstrating their applicable outdoor experience
- Supply a copy of a current First Aid Certificate
- Supply certified copies of proof of identity, academic records, proof of residency (if appropriate) and a curriculum vitae
- Supply two referees' reports that attest to their suitability for study on the programme
- Meet the Vulnerable Children's Act (VCA) requirements, including a police clearance
- Be aware that unannounced random drug testing will be undertaken periodically in line with the drug free policy at Hillary Outdoors
- Declare any medical issues that would compromise their ability to participate in course activities.

Selection Procedure

All applicants who meet the entry requirements are eligible for selection with priority given to those who have graduated from the Level 4 programme at Hillary Outdoors. All applications will be acknowledged and then a request for referees is made. Interviews will be held either in person for local applicants or online for all other eligible applicants from August onwards.

Additional Programme Costs

It is your responsibility to pay for:

- Personal clothing, personal equipment and specialist outdoor gear which are considered to be essential 'tools of the trade.' Minimum gear requirements are listed on page 19-20. A detailed specialist gear list and advice on purchasing outdoor clothing/ equipment and discounts available from selected retailers will be supplied on enrollment
- Food for overnight trips during the course
- Any textbooks
- Transport to/from course and work experience



Practical Industry Work Experience

All students complete different blocks of work experience as part of their course. This will include a variety of different placements including observations with Hillary Outdoors' instructors as well as blocks with other providers. This is an opportunity to learn in a workplace under direct supervision and training. Students are encouraged to seek and negotiate their own external work experience with the support of their Course Coordinator.

Workload

Students will need to be available for course time from Monday to Friday; most weeks will involve approximately 30 hours contact time but contact days and hours will vary from week to week depending upon the course content. Trips away occur throughout the year when you will be required to be away for one or more nights. Students will need to commit to completing personal trips outside of course time to practice and consolidate their skills and experience as there is a required minimum number of days to be logged for the various outdoor activities.

Student Loans/Allowances

Student loans and allowances are for domestic students only. For information about student loans and allowances visit the StudyLink website <https://studylink.govt.nz>



ACCOMMODATION

Students will need to arrange their own accommodation, usually in Turangi, which is a 20-25 minute drive from Hillary Outdoors. Further information is available upon request. For details of tenants rights in New Zealand please visit <http://www.tenancy.govt.nz/> or visit the local Citizens Advice Bureau

GEAR & EQUIPMENT

Students studying at Hillary Outdoors spend a large amount of time learning skills in a practical setting. The climate at Hillary Outdoors Tongariro can, at times, be extremely wet and cold. In order to remain safe and comfortable, you will require quality outdoor clothing and equipment. All of the additional technical outdoor equipment for mountaineering, rock climbing, kayaking and sea kayaking can be provided during course time.

Diploma students are encouraged to starting building up your own specialist outdoor equipment for personal and instructional use, especially in the outdoor activities you will specialise in: Bush, Alpine, Rock and Kayak. Having your own gear will ensure a better fit and more comfort, will be available when you want it and stand you in good stead when you start working in the industry.

You will need the items on the following pages as a basic and minimum requirement from day one.

Minimum Compulsory Gear (All Tertiary Courses)

Clothing:

- Thermal clothing (polypro/wool/merino) x2 full sets
- Thick Fleece or wool jersey x2
- Fleece pants x1
- Waterproof rain jacket with a hood (breathable fabric, Goretex or similar is advisable)
- Waterproof over trousers (that must fit over base layers)
Note – some ski wear is not waterproof in heavy rain!
- Warm hat/beanie (it must cover your ears and be able to fit under a helmet)
- Polypro gloves x2
- Fleece or woollen gloves or mittens x2
- Sun hat/cap
- Swimsuit
- Quick drying shorts x2 (not cotton)
- Socks (wool/merino or loop-stitch to wear in boots, not ankle) x4 pairs

Equipment:

- Laptop
- Sleeping bag (3-4 season) with a hood (down is warmer but more expensive)*
- Sleeping mat (foam bed roll or lightweight tramping type self-inflating mat)
- Tramping (hiking) boots – 6-7 lace points, 3 season minimum.
- 60-70 litre backpack (to fit sleeping bag, clothes, extra gear for overnight trips)*
- Pack liner
- Compass – designed for outdoor navigation (e.g. Silva or Suunto brand)
- Gaiters
- Small torch or head lamp & batteries
- Bowl, cup (plastic or similar), knife, fork, spoon (for use on overnight trips)
- Tramping cooking pots and camping stove (what you buy you must be able to carry in your pack) *
- Tent (3-4 season, for use on overnight trips, light enough to carry in your pack)*
- Day pack
- Water bottle (1L) or hydration bladder
- Sunglasses, sunscreen & lip balm (chapstick)
- Personal First Aid Kit
- Waterproof notebook and pens
- Waterproof watch with an alarm
- Sneakers/trainers (for water based activities)
- Climbing Harness
- Climbing Shoes

Additional Recommended Gear for Outdoor Recreation Activities

- Nose plug/clip (for kayak rolling practice)
- Wetsuit

You should bring along any relevant personal technical outdoor gear and equipment that you own (i.e. caving, rock climbing, mountaineering, kayaking, sea kayaking, tramping).

* Advice on purchasing outdoor clothing/equipment and discounts available from selected retailers will be supplied on enrolment.



CODE OF PRACTICE

Hillary Outdoors has agreed to observe and be bound by the Code of Practice for the Pastoral Care of Tertiary and International Learners. Copies of the code are available on the New Zealand Qualifications Authority website at

https://www.nzqa.govt.nz/assets/Providers-and-partners/Code-of-Practice/Tertiary-and-International-Learners-Code-2021/NZQA_Pastoral-Care-Code-of-Practice_English.pdf

INTERNATIONAL STUDENTS

For information about application requirements and procedures, conditions of acceptance and refund conditions please read Application Guidelines for International Students found on our website.

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.newzealandnow.govt.nz/contact-us>

Eligibility for Health Services

Most international students are not entitled to publicly funded health services while in New Zealand. If a student receives medical treatment during their visit, they 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

<https://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 international students may still be liable for all other medical related costs. Further information can be viewed on the ACC website at <https://www.acc.co.nz/im-injured/injuries-we-cover/>

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 duration of the programme plus two weeks beyond the end date. 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.

Road Code and Driving in New Zealand

International students must make themselves familiar with the New Zealand Road Code and driving rules. These can be accessed on the Land Transport New Zealand website at <https://www.nzta.govt.nz/resources/roadcode/>

DATES & FEES

Course Dates 2023

7th February - 10th November 2023

2023 Student Tuition Fees

	2023 Domestic	2023 International
New Zealand Certificate in Outdoor and Adventure Education (multi-skilled) Level 4		
Fees	\$9400	\$19,930
New Zealand Diploma in Outdoor and Adventure Education (multi-skilled) Level 5		
Fees	\$8975	\$19,520

Domestic students who have not studied at tertiary level before may be eligible to get their first year Fees Free. Visit: www.feesfree.govt.nz

Student Fee Protection Scheme

Student fees are held in an independent trust account under a policy called Fee Protect with the Public Trust. Fees are deposited into the trust account with payments made to Hillary Outdoors over an agreed timeframe and payment schedule. More information on Fee Protect can be found at <http://www.publictrust.co.nz/fee-protect/information-for-students>

Withdrawal and Refunds

The full fees withdrawals and refund policy is available from Hillary Outdoors. Students who wish to withdraw from the course must complete the withdrawal form and leaving procedures at the time.

STUDENT WITHDRAWALS AND REFUNDS	
Domestic	International
Up until the end of the 8th day (i.e. seven days after the first day of course commencement): full refund less 10% administration costs of any amount paid or \$500, whichever is the lesser.	Up until the end of the 10th day (i.e. nine days after the first day of course commencement): full refund less a justifiable deduction for costs incurred, up to a maximum of 25% of the fees paid.
After the end of the 8th day (i.e. from day nine onwards) : no refund	After the end of the 10th day (i.e. from day 11 onwards) : no refund

MĀORI SCHOLARSHIPS

Hillary Outdoors offers two scholarships per year to students identifying as Māori for a place on either of our Tertiary Programmes. Applicants must meet the minimum entry requirements and complete an application for the respective course prior to applying for a scholarship. The scholarship will cover 50% of their annual tuition fees for either the Certificate or Diploma course. After submitting their course application, students who would like to apply will need to submit a letter to the Hillary Outdoors Tertiary Administrator explaining their Māori Heritage, why they need a scholarship and what benefit it could bring to themselves and their iwi. For those students who are eligible for fees free the scholarship will be paid as a bursary in installments throughout the year to assist with course associated costs.

Applicants should apply in writing to Tui Brabyn at the following email address:
tuib@hillaryoutdoors.co.nz

Māori Scholarship applications close December 10, and all applicants will be advised by December 31 whether they have been successful.



FOR TERTIARY PROGRAMME INFORMATION AND APPLICATIONS

For enquiries or an application form, contact our Tertiary Administrator or apply on line on our website <https://www.hillaryoutdoors.co.nz/tertiary-programme-certificate/> or <https://www.hillaryoutdoors.co.nz/tertiary-programme-diploma/>

Tui Brabyn
phone: 07 3865511

EST. 1972



HILLARY OUTDOORS

EDUCATION CENTRES



www.hillaryoutdoors.co.nz

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