

STUDENT EXCHANGE PROGRAMME

| Contact information | |
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| University website | www.auckland.ac.nz |
| Auckland Abroad office for incoming students | Sarah Sung and Sherry Fan International Office Old Choral Hall 7 Symonds Street Auckland 1010 Email: studyabroad@auckland.ac.nz Phone: +64 9 923 4371 |
| Auckland Abroad Website | www.auckland.ac.nz/studyabroad-exchange |

| Semester dates 2015 | Semester One | Semester Two |
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| Lectures incl. exams | 2 March to 29 June 2015 | 20 July to 16 November 2015 |
| Academic dates | www.auckland.ac.nz/dates | |

| Orientation 2015 | Semester One | Semester Two |
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| Orientation week | 23 February to 27 February 2015 | 14 July to 17 July 2015 |
| Programme information | <p>We strongly encourage students to attend our orientation week, as it provides helpful settling-in information and events that give students a wonderful opportunity to meet other students and make new friends.</p> <p>Information on orientation is updated around two weeks before semester start at www.auckland.ac.nz/is-orientation</p> | |

| Language information | |
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| Language of instruction | English is the language of instruction. Māori and New Zealand Sign Language are the other official languages of New Zealand. |
| Language proficiency | All applicants for whom English is a second language are required to provide evidence of their proficiency in the English language. |
| English language requirements | <p>For undergraduate study:</p> <p>IELTS (academic), total of 6.0, no band less than 5.5 OR TOEFL (internet), total 80 with a writing score of 21 OR TOEFL (paper), total of 550 with a TWE of 4.5</p> <p>Higher scores may be required for admission to some undergraduate programmes and postgraduate study. We also accept other English language tests as proof of English proficiency. For more information see www.auckland.ac.nz/is-entry.</p> |

| Programme information | | |
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| Academic programme for exchange students | Exchange students are considered 'non-degree' students at the University of Auckland and are active in the COPEX (Certificate of Proficiency for Exchange) programme. Students who have been accepted into the COPEX programme can select courses as outlined in the course information section on pg. 3 and 4. | |
| Application information | | |
| Application deadline | Semester One: 1 December 2014 | Semester Two: 1 April 2015 |
| Step 1: Nomination | <p>Applicants need to have completed at least one full-time year and have a better-than-average academic record (equivalent to a B average at the University of Auckland). Nominations are considered on the basis of relevant student exchange agreements. Generic exchange agreements exclude placements in the Law faculty.</p> <p>Nominations must be sent by the applicant's home university with the documents listed below. Applicants must submit these documents to their home university.</p> <ol style="list-style-type: none"> 1. Certified* copy of official academic transcript in English 2. Certified* copy of relevant parts of their passport or birth certificate 3. Certified* proof of English language proficiency (if applicable) <p>The home university will email these with the nomination confirmation including each applicant's full name, email address, field of study and length of study period.</p> | |
| Step 2: Online application | <p>Exchange students apply online for the COPEX programme at www.auckland.ac.nz/applynow</p> <p>A step-by-step guide to the online application process is available at www.auckland.ac.nz/is-application-guide</p> <p>Applicants may upload the documents listed below at the time of application or email them to int-questions@auckland.ac.nz later.</p> <ul style="list-style-type: none"> • A colour, passport-size photo on plain background emailed in a jpg-format. For photo requirements please refer to www.auckland.ac.nz/idphoto • Course outlines/syllabi in English for courses studied at the home university equivalent to prerequisite requirements for students' proposed courses at the University of Auckland. | |
| Supporting documents | <p>*Certification of documents</p> <p>We only accept certified documents emailed to us directly from our partner institutions.</p> <p>Scanned copies either uploaded or emailed by the applicants are not recognised as certified documents by our Admissions office.</p> <p>Incomplete applications without transcripts cannot be processed and a firm</p> | |

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| | offer cannot be made until we have received correctly certified copies from our partner institutions. |
| Application status | We recommend that applicants check their application status by signing into their online Application for Admission following the steps at www.auckland.ac.nz/sso-status approximately three weeks after they have applied online and supporting documents have been received. |

| Course information | |
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| Course enrolment | <p>Once admitted into the COPEX programme, students need to accept their offer online. Afterwards students can initiate course enrolment at www.auckland.ac.nz/sso-enrol.</p> <p>Students need to apply for 'concession' for courses with prerequisites. In this process faculties assess whether students' prior study meets relevant course prerequisites and notify students accordingly. Detailed instructions on course enrolments are also provided in the offer of admission letter.</p> |
| Full-time study course load | The standard course load for full-time study is 50-60 points per semester or 100-120 points per year. Most courses are weighted 15 points and students generally take four courses per semester. Information on specific credit-points is available in our course catalogue www.auckland.ac.nz/sso-courseadvice . |
| Hours of study | A standard semester course of 15 points represents 150 hours of study or 10 hours of study per week for 15 weeks (12 teaching weeks and three weeks of study break and examinations). The student workload in the teaching weeks would total 120 hours, made up of lectures, tutorials, seminars, laboratory classes, and other face-to-face contact, plus independent study as appropriate for each course. |
| Course availability | <p>Course descriptions and schedules are published in early November for the subsequent year (semester One and Two).</p> <p>Brief course descriptions as well as information on course prerequisites and restrictions are available in our course catalogue www.auckland.ac.nz/sso-courseadvice.</p> <p>For more detailed course descriptions, please refer to relevant faculty websites.</p> |
| Course selection | <p>Exchange students can select courses across different disciplines provided they meet course prerequisites and that they are not restricted (see "course restrictions"). Information about our course structure can be found on Student Services Online www.auckland.ac.nz/sso-enrol.</p> <p>Courses in Law are only available for students who have been nominated under a specific Law exchange agreement.</p> <p>Law exchange students can only take courses in the Faculty of Law.</p> |
| Subject specific course selection | Undergraduate students in Law from non-commonwealth countries need to enrol into "LAWGENRL 443 – Introduction to Common Law" (10 points), a course usually offered in the week prior to the official start of semester. |

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| | <p>Nursing students take course NURS 302 (60 points) which generally commences before the official start of semester.</p> |
| Course restrictions (not available to exchange students) | <ul style="list-style-type: none"> • Courses offered in Medicine, Surgery, Pharmacy, Nursing and Optometry • Courses running for the whole academic year - e.g. PSYCH 308A and 308B • 100 level courses in Fine Arts, Architecture and Planning (only available for majoring students) • BUSINESS 101 and BUSINESS 102 • Graduate School of Management courses running quarterly – e.g. BUSACT, BUSADMIN etc. • Foundation courses ending with the letters F or H - e.g. HISTORY 91F or MAORIHTH 14H • Part I Engineering courses (ENGGEN 121, ENGGEN 140, ENGSCI 111, ENGGEN 131, ELECTENG 101, CHEMMAT 121, ENGGEN 115, ENGGEN 150) |
| Courses with very limited enrolment availability | <ul style="list-style-type: none"> • Psychology and Biological Science • Courses showing the letter "G" – e.g. PHYSICS 107G" • 700 level Finance and Accounting courses <p>We recommend that students have a second choice option for each course with limited enrolment availability. Students from these areas must apply early, in particular for Semester 2. Also, they must upload updated transcripts including all courses they have taken and provide the course outlines when applying for concessions.</p> |
| Postgraduate courses | <p>Students who hold the equivalent of a New Zealand degree may be able to take postgraduate courses if course prerequisites are met and accepted by the faculty.</p> <p>The exchange programme is restricted to course work only and does not include thesis writing and supervision.</p> <p>Students who wish to take a full-year course load at postgraduate level are advised to apply as an international student to the University of Auckland for the one-year programme.</p> |
| Courses with additional application requirements | <p>Courses in Fine Arts, Architecture and Music require submission of supplementary information such as a portfolio or DVD audition. Students can refer to www.creative.auckland.ac.nz/ug-supp-app for more information or contact our colleagues at the National Institute of Creative Arts and Industries (NICAI) at info-creative@auckland.ac.nz.</p> <p>For language courses students must complete a Language Ability Declaration to ensure that they are placed at an appropriate level. For more information refer to www.arts.auckland.ac.nz/language-enrolment or contact our colleagues at the Faculty of Arts at asc@auckland.ac.nz.</p> |

Visa information

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| Student visa requirements | <p>Students must apply to New Zealand Immigration www.immigration.govt.nz and obtain their student visa prior to entering New Zealand. Please contact the nearest New Zealand embassy or consulate for details of visa and application requirements.</p> <p>Exchange students should not enter New Zealand on a visitor visa.</p> |
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| <p>Work restrictions on a student visa</p> | <p>Exchange students who are studying here for one semester only, are not allowed to work on a student visa and are not eligible to apply for a variation of conditions to a student visa.</p> <p>Under current regulations of the New Zealand Immigration Service, only exchange students who are undertaking a full-time tertiary course of study of at least one academic year and who are part of an approved tertiary student exchange scheme are able to work on a student visa.</p> <p>Eligible students can apply for a Variation of Conditions as part of their applications for a student visa (<i>Student Visa Application (INZ 1012)</i>). A Variation of Condition allows eligible students to work a maximum of 20 hours in any given week, including holidays.</p> <p>Full details of visa requirements, advice on rights to employment in New Zealand while studying, as well as reporting requirements are available on the New Zealand Immigration Service website www.immigration.govt.nz.</p> <p>Work restrictions are stated on the Student Visa application guide.</p> |
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| Health and travel insurance | |
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| <p>Mandatory health and travel insurance</p> | <p>All international students are required to have appropriate health and travel insurance while studying in New Zealand.</p> <p>The University of Auckland has selected the Studentsafe-University policy as the preferred insurance policy for international students and will apply the Studentsafe-University charge to a student's account by default upon enrolment. This charge is removed either after the student has paid the Studentsafe-University premium or after a waiver for an alternative insurance policy has been granted.</p> <p>Detailed information about insurance is provided in the offer of admission letter as well as on our health and insurance website at www.auckland.ac.nz/is-insurance.</p> <p>The Studentsafe-University insurance policy is valid for 6 months from semester start date (one semester enrolment) or 12 months (two consecutive semester enrolment). Cover starts up to 16 days prior to the course start date and ends on your arrival back in your country of origin, following completion of your course of study; or on the expiry of your current student visa, whichever is the earlier.</p> <p>All international students have to pay our compulsory insurance fees to the University of Auckland or alternatively apply for an insurance waiver before the start of semester if they have already bought a policy which complies with our insurance policy requirements.</p> <p>Due to the Reciprocal Health Care Agreement between New Zealand and Australia it is not mandatory for students with Australian citizenship or residency to be covered by the Studentsafe-University insurance policy. However, we strongly advise these students to have appropriate health and travel insurance while studying in New Zealand as fees for medical treatments are charged. For more information on the reciprocal agreement with Australia please refer to www.nzembassy.com/australia/relationship-between-nz-and-australia/australians-in-nz/health-care.</p> |

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| Fees for health and travel insurance | Estimated student premium per semester: NZ\$300.00 Estimated student premium full year: NZ\$600.00 |
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| Accommodation information | |
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| On-campus housing | Exchange students who wish to stay in university accommodation are encouraged to apply online www.accommodation.auckland.ac.nz . Places are not guaranteed. |
| Off-campus housing | Confidential references are not required from exchange students for their accommodation application. Students who do not wish to stay in our halls of residence are responsible for finding their own accommodation. Information for off campus accommodation is available at www.accommodation.auckland.ac.nz/advice |
| Accommodation application | Applications for Semester 1 2015 open on 1 August 2014 Applications for Semester 2 2015: open on 1 April 2015 |
| Airport pick-up | Airport pick-up is free if students apply for it at least 8 days prior to arrival. Information on this and a link to the pick-up application form are provided in the offer of admission letter. |
| Arrival time | Students can arrive in New Zealand any time before orientation, but within the limits of their visa. |

| Cost of living | |
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| Estimated living expenses (in NZD) | Students should expect to pay NZ\$20,000-\$25,000 per year (NZ\$380-480 per week) for accommodation and day-to-day living expenses, incl. meals. |
| On-campus accommodation (2015) | For catered accommodation per semester: NZ\$6,814.86 (standard bedroom) or NZ\$7,025.40 (large bedroom) For self-catered accommodation per semester: NZ\$5,119.00 (single bedroom) Fees for specific halls of residences can be viewed here www.accommodation.auckland.ac.nz/fees |
| Off-campus accommodation (2015) | Flats (apartments) range from NZ\$200-350 per week excluding bond, utilities, etc. Homestays range from NZ\$270 per week (plus a NZ\$250 non-refundable placement fee). |
| Textbooks | Approximately NZ\$1000 per semester. |
| Photocopying | Approximately NZ\$5 per week (10 cents per page). |
| Internet/Communication | Approximately NZ\$25 per month. |
| Travel | Bus NZ\$1.90 = 1 stage in the city centre. For more fares refer to the MAXX website: www.maxx.co.nz |
| Food/Groceries | NZ\$100-150 per week – if not included in residence plan. |
| General costs | For a more detailed overview of likely expenses, please refer to www.auckland.ac.nz/living-costs |

| Faculty information | |
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| Faculty websites | <ul style="list-style-type: none"> • Faculty of Arts www.arts.auckland.ac.nz • Business School www.business.auckland.ac.nz • National Institute of Creative Arts and Industries (NICA I) www.creative.auckland.ac.nz • Faculty of Education www.education.auckland.ac.nz • Faculty of Engineering www.engineering.auckland.ac.nz • Faculty of Law www.law.auckland.ac.nz • Faculty of Medical and Health Sciences www.fmhs.auckland.ac.nz • Faculty of Science www.science.auckland.ac.nz |
| Further information | |
| Travel within and outside the Auckland region | <p>Visit PURENZ (www.newzealand.com) to find out about the stunning adventure capital of the world.</p> <p>The Department of Conservation (www.doc.govt.nz) website provides information on how to find parks, walks and campsites in and around New Zealand.</p> <p>To see what's happening in Auckland please visit www.aucklandnz.com or www.biglittlecity.co.nz</p> |