

International student enrolment documents

All international students need to bring the following documents to complete their enrolment

A Valid Passport

A Valid Student Visa

As an International Student it is your responsibility to ensure that your student visa is correct and remains correct for the time that you are a student at the University of Canterbury.

- (a) If you have a current student visa to study at University of Canterbury for the length of your course and correct programme of study, you will not need to provide any further evidence.
- (b) If you have a current student visa but it is not valid for study at the University of Canterbury, then the University of Canterbury is able to process your application for a student visa.
- (c) If you have applied for a student visa direct through Immigration NZ, please bring with you a letter from Immigration NZ confirming your application number when you complete your enrolment.
- (d) If you do not have a current visa of any kind you will need to contact Immigration NZ. The University of Canterbury can not process your application.

Evidence of Medical & Travel Insurance: *refer to www.canterbury.ac.nz/international/how-do-i-enrol/moving-to-nz/insurance/*

The New Zealand Government requires that all International Students have medical & travel insurance while in New Zealand. When you enrol you can choose to purchase Studentsafe University insurance through the University of Canterbury.

The following additional policies are approved to meet the New Zealand Government's minimum requirements. The University makes no further judgement or recommendation. The University does not attempt to rank approved policies, the order in which these policies appear does not indicate a higher or lower level of cover or security.

- Uni-Care Limited (NZ) – NZ Student Plan
- Southern Cross Travel Insurance (NZ) – StudentMax – **We do not accept the Essentials Plan**
- OrbitProtect – Prime Plan – **We do not accept the Lite Plan**
- SITE-Aspect (Germany) – First class Foreign travel insurance plan
- Swedish State (Sweden) – Student UT plan

Documentation required for Student Visa:

refer to www.canterbury.ac.nz/international/visas-for-returning-international-students/

- (a) Visa application form INZ1240
- (b) 2 Passport photos
- (c) Evidence of Outward travel
- (d) Pre-payment of tuition fees
- (e) Proof of Living expenses

PhD visa applications also require the following additional documents:

- (a) INZ1200
- (b) CV
- (c) Thesis Statement

See more information over the next page.

Financial documents

(a) Evidence of Outward travel

You must provide evidence to show you have the means, while your visa is current, to travel to a country to which you have a right of entry.

This must be in the form of:

- (i) A fully paid travel ticket to any such country; or
- (ii) Sufficient funds to cover the cost of outward travel (approximately NZ\$1,500 – NZ\$2,000)

(b) Pre-payment of tuition fees:

You can check your courses costs here:

www.canterbury.ac.nz/courseinfo/Mygetcourses.aspx

You may prepay your tuition fees either by:

- (i) Credit card, or
- (ii) Via Online banking refer to www.canterbury.ac.nz/intstud/costs/payment.shtml

Please bring your receipt with you when you complete your enrolment.

(c) Proof of Living expenses:

Either:

- (i) *An acceptable bank statement**

This must show that you have at least NZ\$15,000.00 (\$7,500 per semester) or more a year available to maintain yourself while staying in New Zealand after tuition fees are paid or NZ\$1,250.00 per month for shorter courses;

Or:

- (ii) *Joint account**

Must show that you have at least NZ\$30,000.00 or more a year available to maintain yourself while staying in New Zealand after tuition fees are paid;

Or:

- (iii) *Term Deposit**

- must be with a bank in New Zealand
- must be printed in your name
- must have funds invested in New Zealand

Or:

- (iv) *Sponsorship form INZ 1025 – A new form is required everytime you make a visa application*

This covers a stay in New Zealand of 12 months only. Your guarantor must be a New Zealand citizen or resident and can only be used if you have previously had one completed with your offshore application.

- (v) *Financial Undertaking form INZ1014 – A new form is required everytime you make a visa application*

This covers a stay in New Zealand of 12 months only and can only be used if you have previously had one completed with your offshore application.

(vi) *Scholarship/Home Country Government Sponsorship*

You must provide confirmation of your Scholarship/Home Country Government Sponsorship which shows:

1. Your Name
2. Start date of Scholarship/Govt Sponsorship
3. End date of Scholarship/Govt Sponsorship
4. Funding information detailing what the Scholarship/Govt Sponsorship covers and the amounts
5. Scholarship confirmation should include details of the bank account the stipend payments are made to
6. Please include a 3 month transaction history of your bank account to confirm you are receiving the Scholarship stipend or Govt Sponsorship living expenses payment.

Note: Please request an updated letter in the above format from Scholarship Fund Provider. If your Scholarship/Govt Sponsorship does not cover the full amount of the required living expenses of \$1,250 per month then you will need to show you have sufficient additional funds for any shortfall.

* Printout from the Bank

- (a) Must show your name, account number, available balance in New Zealand dollars and the date of the printout (this should be dated the day of your student visa application or the day before); and
- (b) Must show a transaction history of funds (going back at least three months) and include transaction details of origin of all deposits over \$3,000.00; and
- (c) Must be printed on an official bank form with the bank's logo; and
- (d) Must be stamped by the bank.
- (e) **PLEASE NOTE: If you have deposited cash into your bank account**, and that transaction is for your living costs, you cannot apply for a visa on campus through the online system. You will be required to submit your application directly to Immigration New Zealand. This may mean that you cannot complete your enrolment before Immigration NZ has issued the visa.

An overseas bank printout must:

- (a) Show your name, account number and available balance; and
 - (b) Show the date of the printout (this should be dated the day of your student visa application or the day before); and
 - (c) Show a transaction history of funds (going back at least three months)
- and** will be accepted where you can:
- (d) Provide evidence that you are able to access the overseas funds, ie; if the printout shows that you can access the funds in New Zealand.
 - (e) Show currency conversion to NZ\$ refer www.oanda.com

Examples of unacceptable evidence of living expenses

- i) Bank deposit slips or ATM print outs – these do not show history of funds
- ii) Bank statements that only state the account balance – these do not show history of funds
- iii) A certificate of deposit issued by banks outside New Zealand – these do not show history of funds
- iv) Payslips – there is no guarantee of continuing employment
- v) Cash – ownership can not be proven. If you wish to use cash as evidence you must deposit the money into your bank account and provide evidence of the source of this cash

Please note the following: If you are unable to provide the required documentation specified above then your online visa application can not be accepted by UC and you will be required to lodge a manual visa application direct with Immigration NZ. **Be sure to always check your student email and your personal email for information on the progress of your visa application.**