# The University of Auckland Student Exchange Programme

## Information Sheet for the academic year 2013

### Contact Information For Incoming Students

<table>
<thead>
<tr>
<th>University website</th>
<th><a href="http://www.auckland.ac.nz">www.auckland.ac.nz</a></th>
</tr>
</thead>
</table>
| Auckland Abroad office for incoming students | Auckland Abroad  
The International Office  
Old Choral Hall  
7 Symonds Street  
Auckland 1010  
New Zealand  
int-questions@auckland.ac.nz |
| Auckland Abroad Website | [http://www.auckland.ac.nz/360](http://www.auckland.ac.nz/360) |
| Auckland Abroad officer for incoming exchange students | Susanna Sabbage  
The International Office, Old Choral Hall, Room G33  
7 Symonds Street, Auckland 1010  
Email: s.sabbage@auckland.ac.nz  
Phone: +64 9 923 4371 |

### Semester Dates 2013

<table>
<thead>
<tr>
<th>Semester Dates 2013</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lectures incl. exams</td>
<td>4 March to 1 July 2013</td>
<td>22 July to 18 November 2013</td>
</tr>
</tbody>
</table>

### Orientation 2013

<table>
<thead>
<tr>
<th>Orientation 2013</th>
<th>Semester 1</th>
<th>Semester 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation week</td>
<td>25 February to 1 March 2013</td>
<td>16 July to 19 July 2013</td>
</tr>
</tbody>
</table>
| Programme information | We strongly advise students to attend our orientation week, as we provide helpful settling-in information and events that give students a wonderful opportunity to meet other students and make new friends.  
Information on orientation is updated around two weeks before semester start at [http://www.auckland.ac.nz/uoa/lang/en/home/for/international-students/is-life-at-auckland/is-international-orientation-week](http://www.auckland.ac.nz/uoa/lang/en/home/for/international-students/is-life-at-auckland/is-international-orientation-week) |

### Language Information

<table>
<thead>
<tr>
<th>Language Information</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Language of instruction</td>
<td>English. Maori is the other official language of New Zealand.</td>
</tr>
<tr>
<td>Language proficiency</td>
<td>All applicants for whom English is a second language are required to provide evidence of their proficiency in the English language.</td>
</tr>
</tbody>
</table>
| English language requirements | For undergraduate study:  
1. IELTS (academic): Total of 6.0, no band less than 5.5 or  
2. TOEFL (internet): Total 80 with a writing score of 21 or  
3. TOEFL (computer): Total 213 with writing score of 4.5 or  
4. TOEFL (paper): Total of 550 with a TWE of 4.5 |
Higher scores may be required for admission to some programmes or postgraduate study. For more information see [http://www.auckland.ac.nz/ua/home/for/international-students/is-entry-requirements/is-english-language-requirements](http://www.auckland.ac.nz/ua/home/for/international-students/is-entry-requirements/is-english-language-requirements).

### Programme Information

| 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 course information. |

### Application Information

<table>
<thead>
<tr>
<th>Application deadline</th>
<th>Semester 1: 1 December 2012</th>
<th>Semester 2: 1 April 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nomination and application process</td>
<td>1. Please email full name, email address, field of academic study and length of study period for each of your nominated students to <a href="mailto:s.sabbage@auckland.ac.nz">s.sabbage@auckland.ac.nz</a>.</td>
<td></td>
</tr>
<tr>
<td>Online application</td>
<td>2. Exchange students apply online for the <strong>COPEX programme</strong> at <a href="http://www.auckland.ac.nz/ua/home/about/apply-now-page/">http://www.auckland.ac.nz/ua/home/about/apply-now-page/</a></td>
<td></td>
</tr>
<tr>
<td>Supporting documents</td>
<td>1. Nomination letter from home university, 2. Official academic transcript in English, Certified as a true copy of the original document. We accept copies that are verified by the student’s home university. 3. Verified copy of passport or birth certificate, Certified as a true copy of the original document. We accept copies that are verified by the student’s home university. 4. Original proof of English language requirements (if applicable), Certified as a true copy of the original document. We accept copies that are verified by the student’s home university. 5. Course outlines/syllabi in English for courses studied at the home university that are equivalent to prerequisite requirements for students’ proposed courses at the University of Auckland, 6. One colour, passport-size photo (4x5 cm) on plain background, (no black and white photos).</td>
<td></td>
</tr>
</tbody>
</table>

The home university can email the supporting documents directly through to s.sabbage@auckland.ac.nz. There is no need to send us any hard copies additionally by mail if they have already been emailed. Alternatively, verified documents can be sent to us by post. Incomplete applications cannot be processed.

If any difficulties occur during the application process, please contact studentinfo@auckland.ac.nz.
## Course Information

### Course enrolment

Once accepted into the COPEX programme, students need to confirm their offer online. Afterwards students can initiate course enrolment at [http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-enrolment](http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-enrolment). For courses with pre-requisites students need to apply for concession. Faculties assess whether students’ prior study meets relevant course pre-requisites and notify students accordingly. Detailed instructions on course enrolments are also provided in the offer of admission letter.

### Full time study course load

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 4 courses per semester. Information on specific credit-points is available in our course catalogue [http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-course-advice-information](http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-course-advice-information).

### 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 (taken as 12 teaching weeks and 3 weeks of study break and examinations). The student workload in the teaching weeks would comprise 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

Courses are published in early November for the subsequent year (semester 1 and 2).

Brief descriptions, course pre-requisites and restrictions on the courses are available in our course catalogue [http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-course-advice-information](http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-course-advice-information).

For more detailed course descriptions contact studentinfo@auckland.ac.nz

### Course selection

Exchange students can select courses across most disciplines provided they meet course pre-requisites and that they are not restricted (see below).

Information about our course structure can be found on Student Services Online [http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-enrolment](http://www.studentservices.auckland.ac.nz/oua/home/student-services-online/sso-enrolment).

Law exchange students can only take courses in the Law faculty.

### Course restrictions (not available to exchange students)

- Medicine, Pharmacy, Nursing
- A and B courses, e.g. ARTHIST315A or POLICY250B
- Stage 1 Fine Arts, Architecture and Planning
- Business Courses 101, 102
- The Graduate School of Enterprise courses shown as “Graduate Programmes”
- Foundation courses ending with the letters F or H, e.g. History 91F or MAORIHTH14H

### Courses with very limited enrolment availability

- Psychology and Biological Science
- BBIM courses showing a “9” in the middle of the catalogue number, e.g. ACCTG291
- Courses showing the letter “G”, e.g. PHYSICS107G

We recommend that students have a second choice option for each course with limited enrolment availability.

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Updated September 2012. Although every care has been taken to ensure that information contained on this factsheet is correct, The University of Auckland cannot accept responsibility for any changes that may occur.
### Postgraduate courses

Students who hold the equivalent of a New Zealand degree may be able to take postgraduate courses if course pre-requisites are met and accepted by the faculty.

The exchange programme is limited to course work only and does not include thesis writing and supervision.

Students that 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.

### Courses with additional application requirements

Courses in **Fine Arts, Architecture, Planning and Music** require submission of supplementary information such as a portfolio or a pre-audition on a verified CD. Students can refer to [http://www.creative.auckland.ac.nz/uoa/home/for/future-undergraduates/fu-how-to-apply/fu-supplementary-application-process](http://www.creative.auckland.ac.nz/uoa/home/for/future-undergraduates/fu-how-to-apply/fu-supplementary-application-process) for more information or contact our colleagues at the NICAI faculty at [info-creative@auckland.ac.nz](mailto:info-creative@auckland.ac.nz).

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 [http://www.arts.auckland.ac.nz/uoa/first-time-enrolment-in-language-courses](http://www.arts.auckland.ac.nz/uoa/first-time-enrolment-in-language-courses) or contact our colleagues at the faculty of Arts at [asc@auckland.ac.nz](mailto:asc@auckland.ac.nz).

### Visa Information

#### Student visa requirements

Students must apply to New Zealand Immigration [http://www.immigration.govt.nz/](http://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.

**Exchange students should not enter New Zealand on a visitor visa.**

#### Restrictions to work on a student visa

Exchange students that 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.

Under current regulations of the New Zealand Immigration Service, only exchange students that are undertaking a full-time tertiary course of study of at least one academic year and that are part of an approved tertiary student exchange scheme are able to work on a student visa.

Eligible students can apply for a Variation of Conditions as part of their applications for a student visa (*Student Visa Application (INZ 1012)*). A Variation of Condition allows eligible students to work a maximum of 20 hours in any given week, including holidays.

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 [http://www.immigration.govt.nz/](http://www.immigration.govt.nz/).

Work restrictions are stated on the Student Visa application guide.

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### Health and Travel Insurance

**Mandatory health and travel insurance**

All international students are required to have appropriate health and travel insurance while studying in New Zealand.

The University of Auckland has selected the Studentsafe-University 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.

Detailed information about insurance is provided in the offer of admission letter as well as on our health and insurance website at [http://www.auckland.ac.nz/uoa/home/for/international-students/is-how-to-apply/is-health-and-travel-insurance](http://www.auckland.ac.nz/uoa/home/for/international-students/is-how-to-apply/is-health-and-travel-insurance).

The Studentsafe-University insurance policy covers up to 16 days before the start and 16 days after the end of a semester.

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 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 please refer to [http://www.nzembassy.com/australia/relationship-between-nz-and-australia/australians-in-nz/health-care](http://www.nzembassy.com/australia/relationship-between-nz-and-australia/australians-in-nz/health-care).

<table>
<thead>
<tr>
<th>Fees for health and travel insurance</th>
<th>In 2013 fees are set as follows:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student premium per semester:</td>
<td>292.50 NZD</td>
</tr>
<tr>
<td>Student premium full year:</td>
<td>585.00 NZD</td>
</tr>
</tbody>
</table>

### Accommodation Information

**On campus housing**

Prospective exchange students who wish to stay in university accommodation are encouraged to apply online as soon as possible after nomination at [http://www.accommodation.auckland.ac.nz/uoa/](http://www.accommodation.auckland.ac.nz/uoa/). **Places are not guaranteed.**

Confidential references are not required from exchange students for their accommodation application.

Students who do not want to stay in our halls of residence are responsible for finding their own accommodation.

Information for on and off campus accommodation is available at [http://www.accommodation.auckland.ac.nz/uoa](http://www.accommodation.auckland.ac.nz/uoa).

**Accommodation application**

For semester 1, 2013: applications open on **1 August 2012**

For semester 2, 2013: applications open on **1 April 2013**

**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**

<table>
<thead>
<tr>
<th>Estimated living expenses (in NZD)</th>
<th>Students should expect to pay 20,000 to 25,000 NZD per year (380 to 480 NZD) per week for accommodation and day-to-day living expenses, including meals.</th>
</tr>
</thead>
<tbody>
<tr>
<td>On campus accommodation (2012)</td>
<td>For catered accommodation per semester: 6,579 NZD (Standard bedroom) or 6,769 NZD (Large bedroom) For self-catered accommodation per semester: 4,690 NZD (Single bedroom)</td>
</tr>
<tr>
<td>Off campus accommodation (2012)</td>
<td>Flats (apartments) range from 180 to 300 NZD per week excluding bond, utilities, etc. Homestays range from 220 NZD per week (plus a 205 NZD non-refundable administration fee)</td>
</tr>
<tr>
<td>Textbooks</td>
<td>Approximately 500 to 600 NZD per semester</td>
</tr>
<tr>
<td>Photocopying</td>
<td>Approximately 5 NZD per week (10 cents per page)</td>
</tr>
<tr>
<td>Internet/Communication</td>
<td>Approximately 25 NZD per month</td>
</tr>
<tr>
<td>Travel</td>
<td>Bus 1.90 NZD on the Link (City Circuit). For more fares refer to the MAXX website: <a href="http://www.maxx.co.nz/">http://www.maxx.co.nz/</a></td>
</tr>
<tr>
<td>Food/Groceries</td>
<td>100 to 150 NZD per week – if not included in residence plan</td>
</tr>
<tr>
<td>General costs</td>
<td>For a more detailed overview of likely expenses, please refer to <a href="http://www.auckland.ac.nz/uoa/home/for/international-students/is-tuition-fees-and-costs/is-cost-of-living">http://www.auckland.ac.nz/uoa/home/for/international-students/is-tuition-fees-and-costs/is-cost-of-living</a></td>
</tr>
</tbody>
</table>

**Faculty Information**

| Faculty websites | Faculty of Arts [http://www.arts.auckland.ac.nz/uoa](http://www.arts.auckland.ac.nz/uoa)  
|                  | National Institute of Creative Industries (NICAI) [http://www.creative.auckland.ac.nz/uoa](http://www.creative.auckland.ac.nz/uoa)  
|                  | Faculty of Education [http://www.education.auckland.ac.nz/uoa](http://www.education.auckland.ac.nz/uoa)  
|                  | Faculty of Engineering [http://www.engineering.auckland.ac.nz/uoa](http://www.engineering.auckland.ac.nz/uoa)  
|                  | Faculty of Law [http://www.law.auckland.ac.nz/uoa](http://www.law.auckland.ac.nz/uoa)  
|                  | Faculty of Medical and Health Sciences [http://www.fmhs.auckland.ac.nz/faculty](http://www.fmhs.auckland.ac.nz/faculty)  
|                  | Faculty of Science [http://www.science.auckland.ac.nz/uoa](http://www.science.auckland.ac.nz/uoa) |

**Further Information**

| Travel in and outside of the Auckland region | Visit [PURENZ](http://www.purenz.co.nz) to find out about the stunning adventure capital of the world. The [Department of Conservation](http://www.doc.govt.nz) website provides information how to find parks, walks and campsites in and around New Zealand. To see what’s happening in Auckland please visit [Auckland City](http://www.aucklandcity.govt.nz). |