



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

UniSTART – University of Waikato 2012

University Papers for Secondary School Students



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INTRODUCTION

WHAT IS UNISTART?

University level papers studied at secondary schools that offer your students:

- » *An academic challenge*
- » *The next step if they have already achieved success in a Level 3 subject*
- » *The opportunity to gain credit towards a University of Waikato undergraduate degree*

The intention of the Secondary Tertiary Alignment Resource (STAR) is to enable secondary schools to facilitate their students' smooth transition from schooling to further education, training or employment. It enables secondary schools to provide or purchase tertiary courses which will better meet students' needs.

HOW ARE PAPERS TAUGHT?

Each paper is different and may be taught entirely online, by secondary school staff at their school, or may require students to attend classes at the Waikato University campus. The delivery method of each paper is listed under its paper description within this brochure. Students will be required to show some degree of self-monitoring to ensure that assignment deadlines are met. It is expected that all students will receive support from staff at their secondary school.

Secondary Tertiary Alignment Resource (STAR) funding for university papers is available to public and integrated secondary schools through the Ministry of Education. With the permission of their secondary school principal, students who are not funded by STAR may apply to enrol as a standard tuition fee student.

The University of Waikato offers papers to secondary school students in the following subjects:

- | | | |
|---------------------------|----------------------|---------------------|
| » <i>Biology</i> | » <i>Economics</i> | » <i>Philosophy</i> |
| » <i>Chemistry</i> | » <i>Mathematics</i> | » <i>Physics</i> |
| » <i>Computer Science</i> | » <i>Music</i> | » <i>Statistics</i> |

Papers cannot be credited towards University Entrance. Students must meet the relevant admission requirements for new students when they apply to enrol at the University.

"I did COMP103 and it was delivered online. I thought it was really good. Things were outlined clearly - I knew what the expectations were and the tutors were helpful. Doing a uni paper prepared me for the format of the tests and the practical assignments I have been doing in the second year papers that I have been able to take this year."

Daniel Purvis, Cambridge High School, STAR Introduction to Computer Science 1 2009, BCMS Student 2010.

"Doing a university paper prior to officially starting university is one of the best things I have done. The subject was interesting and the skills I learnt of eliminating ambiguities and assumptions have been especially useful as I complete assignments in my law degree. It allowed me to ease into the university learning style of readings, lectures, tutorials, and personal work and study. It also made me familiar with online tools and altogether lessened the 'scary' feeling often associated with moving into tertiary study."

Chloe Dommet, Hamilton Christian School, STAR Philosophy 2009, LLB Student 2010.

Secondary schools interested in offering any of these papers will need to contact the University of Waikato STAR Coordinator.

UNISTART - PAPERS FOR 2012

BIOL102-12A (SEC) THE BIOLOGY OF ORGANISMS

15 POINTS

This paper is concerned with the distinctive features of the various groups of plants and animals, and how they have overcome various basic problems such as the acquisition of nutrients, gas exchange, regulation and transport of body fluids, reproduction and development. Aspects of animal behaviour and the principles of ecology are also included. Prior to students enrolling in this paper, a staff member from your school must be approved for teaching degree level Biology by the Biological Sciences Department of the University of Waikato. Entry to this paper is on the recommendation of the approved teacher.

Delivered: by secondary school staff with limited laboratory sessions to be attended at the University of Waikato Hamilton campus

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

Applications should be received at the University by 17 February 2012.

Course Contact: acampbel@waikato.ac.nz

BIOL101-12B (SEC) CELLULAR AND MOLECULAR BIOLOGY

15 POINTS

This paper covers: the ultrastructure and function of cells and energy flow in photosynthesis, respiration and metabolism, an introduction to microbiology, DNA as biological information, its replication and transfer, genetic variability including recombinant DNA, and the principles of Mendelian genetics and evolution. Prior to students enrolling in this paper, a staff member from your school must be approved for teaching degree level Biology by the Biological Sciences Department of the University of Waikato. Entry to this paper is on the recommendation of the approved teacher.

Delivered: by secondary school staff with limited laboratory sessions to be attended at the University of Waikato Hamilton campus

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 16 July to the week ending 9 November.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

Applications should be received at the University by 22 June 2012.

Course Contact: acampbel@waikato.ac.nz

CHEM101-12A (SEC)

CHEMICAL CONCEPTS

15 POINTS

This paper is a study of chemical concepts fundamental to the sciences and technology. Topics include atoms, elements, stoichiometry, intermolecular forces, states of matter, gas-phase, solution, acid-base and redox equilibria, atomic structure, quantum theory, orbitals and electronic configurations, bonding and structure, and systematic chemistry of main group elements. Prior to students enrolling in this paper, a staff member from your school must be approved for teaching degree level Chemistry by the Chemistry Department of the University of Waikato. Entry to this paper is on the recommendation of the approved teacher.

Delivered: by secondary school staff with limited laboratory sessions to be attended at the University of Waikato Hamilton campus

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students should normally meet the following prerequisite:

- » a minimum of 14 credits at Level 3 in NCEA Chemistry, or equivalent

Applications should be received at the University by 17 February 2012.

Course Contact: *b.nicholson@waikato.ac.nz*

CHEM102-12B (SEC)

CHEMICAL CHANGE AND ORGANIC COMPOUNDS

15 POINTS

This paper is an introduction to physical and organic chemistry with some emphasis on environmental, technological and biological relevance; chemical thermodynamics; reaction kinetics and mechanism; and the common organic functional groups and their typical reactions. Prior to students enrolling in this paper, a staff member from your school must be approved for teaching degree level Chemistry by the Chemistry Department of the University of Waikato. Entry to this paper is on the recommendation of the approved teacher.

Delivered: by secondary school staff with limited laboratory sessions to be attended at the University of Waikato Hamilton campus

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 16 July to the week ending 9 November.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students should normally meet the following prerequisite:

- » a minimum of 14 credits at Level 3 in NCEA Chemistry, or equivalent

Applications should be received at the University by 22 June 2012.

Course Contact: *b.nicholson@waikato.ac.nz*

UNISTART - PAPERS FOR 2012

COMP103-12C (HAM) & 12C (SEC) & 12D (HAM) INTRODUCTION TO COMPUTER SCIENCE 1

15 POINTS

This paper introduces computer programming in C# – the exciting challenge of creating software and designing artificial worlds within the computer. It also covers concepts such as the internals of the home computer, the history and future of computers, how computers are changing society, and current research and challenges in computing.

Delivered: COMP103-12C (HAM) & 12D (HAM) are taught at the University of Waikato Hamilton campus in conjunction with the normal offerings. COMP103-12C (SEC) is taught online.

Fee: \$250 per student per paper for the (HAM) occurrences and \$500 per student per paper for the online occurrence.

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June (Semester C). 17 weeks from the week beginning 16 July to the week ending 9 November (Semester D).

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

Applications should be received at the University by 17 February 2012 (Semester C) and 22 June 2012 (Semester D).

Course Contact: cs@waikato.ac.nz

Course outline: http://www.cs.waikato.ac.nz/~nkanji/COMP103/103_Online_Course_Outline.pdf

COMP104-12C (HAM) INTRODUCTION TO COMPUTER SCIENCE 2

15 POINTS

This paper continues from COMP103, expanding upon data organisation and algorithms, and introducing computer architecture, Boolean algebra, assembly language, program analysis and object-oriented programming.

Delivered: This paper is taught at the University of Waikato Hamilton campus in conjunction with the normal offering.

Fee: \$250 per student per paper

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students should normally meet the following prerequisite:

» passed COMP103 before they can undertake COMP104

Applications should be received at the University by 22 June 2012.

Course Contact: cs@waikato.ac.nz

ECON100-12A (SEC) BUSINESS ECONOMICS AND THE NEW ZEALAND ECONOMY

15 POINTS

This paper introduces students to the essential aspects of the economic environment within which individuals and businesses operate. It provides an introduction to the key characteristics of different types of economic environments from both a business and policy perspective, the ways in which market types can be analysed, and the central issues of business strategy that are relevant in markets and in the macroeconomy. This paper helps students to understand and cope with the diverse economic problems that they might encounter as a business manager or policy maker.

Delivered: Online

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

Applications should be received at the University by 17 February 2012.

Course Contact: mcam@waikato.ac.nz

ECON110-12B (SEC) ECONOMICS AND SOCIETY

15 POINTS

An introduction to the analysis of social issues from an economics perspective. This paper will introduce students to key economic models and techniques of social and economic policy analysis, and develop critical thinking skills in economics. A range of social policy topics are considered including intellectual property, information and media, the environment and natural resources, trade and globalisation, education and health. These topics are explored using relevant theory and developed with the aid of numerous case studies.

Delivered: Online

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 16 July to the week ending 9 November.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

Applications should be received at the University by 22 June 2012.

Course Contact: mcam@waikato.ac.nz

Any secondary school that has more than one student complete any of the Economics papers listed above may be eligible to receive a prize to award to their top economics student at their end-of-year prize-giving. Please contact the STAR Economics Coordinator for further details.

UNISTART - PAPERS FOR 2012

MATH101-12C (HAM) & 12D (HAM) INTRODUCTION TO CALCULUS

15 POINTS

This paper studies the fundamental techniques of calculus, including differentiation and integration for functions of one real variable, with applications to rate problems, graph sketching, areas and volumes.

Delivered: This paper is taught at the University of Waikato Hamilton campus in conjunction with the normal offerings.

Fee: \$250 per student per paper

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June (Semester C). 17 weeks from the week beginning 16 July to the week ending 9 November (Semester D).

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students should meet the following prerequisite:

- » 16 credits at Level 3 NCEA Mathematics with Calculus or equivalent, and permission of the Department of Mathematics of the University of Waikato. Note that in cases where for timing reasons a student has yet to sit NCEA we may accept the advice of the student's school mathematics teacher that they have reached an equivalent standard.

Applications should be received at the University by 17 February 2012 (Semester C) and 22 June 2012 (Semester D).

Course Contact: maths@waikato.ac.nz

MATH102-12C (HAM) & 12D (HAM) INTRODUCTION TO ALGEBRA

15 POINTS

This paper studies the fundamental techniques and applications of algebra including sets and functions, Gaussian elimination, vector and matrix algebra, complex numbers, induction and recursion, and number theory.

Delivered: This paper is taught at the University of Waikato Hamilton campus in conjunction with the normal offerings.

Fee: \$250 per student per paper

Length of paper: 17 weeks from the week beginning 5 March to the week ending 29 June (Semester C). 17 weeks from the week beginning 16 July to the week ending 9 November (Semester D).

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students should meet the following prerequisite:

- » 14 credits at NCEA Level 3 Mathematics with Calculus, or 18 credits at NCEA Level 3 Statistics and Modelling, or equivalent; and permission of the Department of Mathematics of the University of Waikato. Note that in cases where for timing reasons a student has yet to sit NCEA we may accept the advice of the student's school mathematics teacher that they have reached an equivalent standard.

Applications should be received at the University by 17 February 2012 (Semester C) and 22 June 2012 (Semester D).

Course Contact: maths@waikato.ac.nz

MUSI121-12Y (SEC) CHAMBER MUSIC 1

15 POINTS

This paper provides practical experience and development in a variety of chamber music formations: sonata duo, piano duet, piano trio, string quartet, vocal ensemble, as well as orchestral, choral and vocal practice, and, for keyboard players, continuo and accompanying skills.

Delivered: This paper is taught at the University of Waikato Hamilton campus in conjunction with normal university offerings.

Fee: \$500 per student per paper

Length of paper: 32 weeks total - 17 weeks from the week beginning 5 March to the week ending 29 June and 17 weeks from the week beginning 16 July to the week ending 9 November.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students must meet one of the following prerequisites:

- » NCEA - 20 credits in Music at Level 2;
- » A Grade 5 theory pass or better in the Australian Music Education Board, Trinity College, or Royal College of Music examinations, or
- » A qualification considered equivalent.

Students will be also required to successfully complete an audition and final entry is subject to approval by the Music programme.

Auditions Friday 3 February 2012. Audition applications should be received by the Music programme administrator by Friday 20 January. Successfully auditioned students will need to complete their enrolment with the University by 17 February 2012.

Course Contact: music@waikato.ac.nz

PHIL106-12C (SEC) SOCIAL AND MORAL PHILOSOPHY

15 POINTS

This paper helps students to develop the skill of moral argumentation by studying some sophisticated examples of its use in the writings of contemporary philosophers, and by practising it under conditions that are more structured than in everyday moral discussions. Topics include abortion, euthanasia and genetic modification.

The University provides students with copies of readings, and sets up an internet discussion list where students discuss issues relevant to the paper. The University also posts material on the Philosophy Programme's ethics site that directs them to interesting websites.

The paper is internally assessed (no final exam). Students write a 1200 word essay, a 1200 word essay, and a 1500 word essay totalling 80% of the assessment. The remaining 20% is based on participation in online discussions.

Delivered: Online lectures and online tutorials with staff-provided tutorials in the secondary schools where practicable.

Fee: \$500 per student per paper

Length of paper: 15 weeks from the week beginning 5 March to the week ending 17 June.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

Applications should be received at the University by 17 February 2012.

Course Contact: justinek@waikato.ac.nz

PHYS103-12B (SEC)

PHYSICS FOR SCIENTISTS AND ENGINEERS 1

15 POINTS

This paper extends the basic physics covered in NCEA Level 3. Applications of physics to the real world will be emphasised. Topics include mechanics, dynamics, oscillations, waves, sound, light, and electric and magnetic forces. This paper includes a compulsory laboratory component.

Prior to students enrolling in this paper a staff member from your school must be approved for teaching degree level Physics by the School of Engineering at the University of Waikato.

Delivered: by secondary school staff

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 16 July to the week ending 9 November.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet.

» a minimum of 14 credits in NCEA Physics Level 3

Applications should be received at the University by 22 June 2012.

Course Contact: asr@phys.waikato.ac.nz

STAT111-12A (SEC)

STATISTICS FOR SCIENCE

15 POINTS

STAT111 provides a broad introduction to statistical practice and data analysis techniques. It aims to equip students with a basic understanding of statistics, such that they are able to employ appropriate methods of analysis in various circumstances. The techniques learnt are widely used in the sciences, social sciences, business and many other fields of study. Microsoft Excel is used throughout. Topics include the collection and presentation of data, basic principles of experimental design, hypothesis testing, regression and the analysis of categorical data.

Delivered: This paper is taught online.

Fee: \$500 per student per paper

Length of paper: 17 weeks from the week beginning 16 July to the week ending 9 November.

Entry: Students must meet the Discretionary Entrance requirements as detailed at the back of this booklet. In addition, students must meet the following prerequisite:

» 18 credits at Level 2 in NCEA Mathematics or 14 credits at Level 3 in NCEA Mathematics with Calculus or Statistics and Modelling or equivalent, and permission of the Department of Statistics of the University of Waikato

Applications should be received at the University by 22 June 2012.

Course Contact: stats@waikato.ac.nz

IMPORTANT UNISTART DATES

10 February 2012	<p>Deadline for secondary schools to advise the relevant School/Faculty/ Department of the number of students enrolling in paper(s).</p> <p>Deadline for all STAR/Non-STAR contracts for papers beginning prior to May to be signed by secondary school principal and returned to the University Enrolment Office.</p>
17 February 2012	<p>Deadline for all completed Application to Enrol forms for Semester A, C and Y papers beginning 5 March to be returned from secondary schools to the University Enrolment Office.</p>
16 March 2012	<p>Deadline for secondary schools to withdraw students from Semester A and C papers beginning 5 March, in order to be eligible for a refund of fees.</p>
22 June 2012	<p>Deadline for all completed Application to Enrol forms for Semester B, C and D papers beginning 16 July to be returned from secondary schools to the University Enrolment Office.</p>
27 July 2012	<p>Deadline for secondary schools to withdraw students from Semester B, C and D papers beginning 16 July, in order to be eligible for a refund of fees.</p>

University of Waikato semester dates: *Semester A: 5 March – 29 June 2012*
Semester B: 16 July – 9 November 2012
Semester C: 5 March – 17 June 2012
Semester D: 16 July – 9 November 2012
Semester Y: 5 March – 29 June 2012
and 16 July - 9 November 2012

ENTRY REQUIREMENTS

Students **must** meet the Discretionary Entry requirements to be eligible to study STAR papers in 2012. Teachers should check students' eligibility before submitting applications.

Discretionary Entrance applies to those students who have undertaken NCEA Level 2.

Students are also required to satisfy the entry requirements as specified for individual STAR papers.

DISCRETIONARY ENTRANCE REQUIREMENTS:

Students are eligible to be considered for Discretionary Entrance if they do not have University Entrance but meet the following criteria:

- » are a NZ Citizen or Permanent Resident; and
- » will be at least 16 years of age and under 20 years of age at the start of the paper, and
- » have received secondary schooling to at least Year 12 level; and
- » have gained at least 14 credits in one approved subject at NCEA Level 2 or above and have met the Literacy and Numeracy requirements of University Entrance under NCEA:
 - Numeracy: a minimum of 14 credits at level 1 or higher in Mathematics or Pāngarau
 - Literacy: 4 credits in Reading and 4 credits in Writing from the approved standards list in either English or Te Reo Māori/Te Reo Rangatira (see page 12).

NOTE:

A person at a New Zealand secondary school who is attempting to qualify for University Entrance may apply for Discretionary Entrance in the same year for the purpose of enrolling in papers offered by the University. Any person admitted under this regulation who does not subsequently meet the University Entrance standard during the period enrolled at the University will be required to withdraw from the University and may re-apply for admission at mid-year. Any papers passed during the period enrolled at the University will not be credited to a qualification until a University Entrance qualification is gained.

There is a \$50 fee for admission through Discretionary Entrance. If the student is paying this fee, they should provide this payment to their secondary school – who will be invoiced the full amount (Discretionary Entrance fee and paper fees) once the student is fully enrolled.

LITERACY REQUIREMENTS

ENGLISH STANDARDS

STANDARDS	CREDITS	READING	WRITING
ACHIEVEMENT STANDARDS			
90720 (3.1)	4		✓
90721 (3.2)	3	✓	✓
90722 (3.3)	3	✓	✓
90723 (3.4)	3	✓	✓
90724 (3.5)	3	✓	
90726 (3.7)	4	✓	✓
90375 (2.1)	3		✓
90376 (2.2)	3		✓
90377 (2.3)	3	✓	✓
90378 (2.4)	3	✓	✓
90379 (2.5)	3	✓	✓
90380 (2.6)	3	✓	
90381 (2.8)	3	✓	✓
UNIT STANDARDS			
8834	6	✓	
8823	4	✓	
8841	6		✓
8842	6		✓
8835	6		✓
8825	5		✓
12419	4	✓	
12420	4	✓	
12421	3	✓	
12422	3	✓	
12427	4	✓	
12428	4	✓	
12429	3	✓	
12430	3	✓	
12905	4	✓	

TE REO MĀORI AND TE REO RANGATIRA STANDARDS

STANDARDS	CREDITS	READING	WRITING
ACHIEVEMENT STANDARDS			
90441	6	✓	
90752	3	✓	
90753	3	✓	
7266	5	✓	
90781	3	✓	
90784	3	✓	
90786	3	✓	
90789	3	✓	
7267	7	✓	
7268	9	✓	
90754	4		✓
90755	3		✓
90770	4		✓
90757	4		✓
7258	5		✓
90782	4		✓
90783	4		✓
90787	3		✓
90790	3		✓
7259	7		✓
7260	9		✓
90444, 90445, 90448, 90544, 90538, 90545, 90539, now expired, will continue to be recognised as meeting the literacy requirements for learners who have them in their Record of Achievement			

CHECKLIST

ADDITIONAL INFORMATION FOR SECONDARY SCHOOL STAFF

1. Resources for the relevant paper(s) will not be sent to secondary schools until Application to Enrol forms have been submitted with the correct documentation.
2. Secondary schools will be invoiced for all STAR papers once their students' enrolments have been approved. The amount invoiced will be the charge stated on the contract for each student enrolled in the paper(s), plus the \$50 Discretionary Entrance fee. (If the student is paying this fee, they should provide this payment to their secondary school – who will be invoiced the full amount (Discretionary Entrance fee and paper fees) once the student is fully enrolled).

Note: for secondary schools that have students enrolled in non-STAR papers, it is the secondary school's responsibility to ensure that the fees are paid by the student/family.

3. Secondary schools are responsible for withdrawing their students from papers by the deadline date.

CHECKLIST

- Return two signed copies of the STAR contract between the University and your school.
- Advise contact person(s) in the relevant University School or Faculty of student numbers enrolling.
- Ensure Application to Enrol forms are **completed** with the name of the secondary school the student attends, the correct paper code, and signed by the student(s) with the following information attached:
 - » A verified copy of birth certificate or passport (NZ citizens) or passport including permits (permanent residents and international students).
 - » NZQA Record of Achievement including NCEA Level 1 and 2 results (and Level 3 results if available) in the subject the student wishes to study, **and** evidence of literacy and numeracy requirements.
 - » A signed STAR Student Agreement.
 - » A passport size photo of student for student ID card.

FREQUENTLY ASKED QUESTIONS

WHO SHOULD APPLY?

Academically able students can enrol at the recommendation of their secondary school under Discretionary Entrance regulations (listed on page 10). Some papers have additional prerequisites that must be met. Students who have not met the Literacy or Numeracy requirements will not be considered.

HOW ARE THE PAPERS TAUGHT?

Some papers are taught entirely online, while others are taught by secondary school staff in their school. Some papers may require students to attend classes on the University campus while others may be taught through either distance education or video-conferencing. Please ensure that students enrolled in on-campus papers are able to attend classes as required.

HOW ARE THE PAPERS ASSESSED?

For most papers, assessment is a combination of internal assessment and/or tests, and a final examination. Not all papers have final examinations, but for those that do, these are held either at the main campus in Hamilton or at the University of Waikato Tauranga campus. Depending on the physical location of the secondary school, if neither of the above campuses is suitable, examinations will usually be held at a local tertiary education provider or at the secondary school itself.

WHAT SUPPORT IS PROVIDED?

Students are provided with tutorial support from either their secondary school teacher(s) or University lecturers/tutors. Additional mentoring and support will be provided by the University where it is required. Secondary schools may be required to have suitable staff, facilities and resources to assist with the teaching of students. Students will be issued an ID card which will give them access to the University Library, computer and internet facilities. Some papers allow access to laboratories.

WHO CAN ENROLLED STUDENTS CONTACT AT THE UNIVERSITY OF WAIKATO?

The University lecturers'/tutors' contact details are provided in the paper outline at the beginning of the semester. The University's STAR Coordinator and School and Faculty staff are also available to respond to queries.

HOW MANY PAPERS CAN A SECONDARY SCHOOL STUDENT TAKE?

This is dependent upon a student's workload for the year, and what their secondary school deems appropriate. Usually three papers would be the maximum a student could manage in addition to their secondary school study in any one year.

FREQUENTLY ASKED QUESTIONS

CAN STUDENTS FROM SECONDARY SCHOOLS THAT DO NOT RECEIVE STAR FUNDING TAKE UNIVERSITY OF WAIKATO PAPERS?

Yes, with the permission of their secondary school principal and provided the entrance requirements are met, these students can apply to enrol as a standard tuition fee student. For further information on non-STAR funded enrolments and papers contact the University of Waikato STAR Coordinator.

HOW WILL STUDENTS BE NOTIFIED OF GRADES?

Final results are available on iWaikato once grades have been confirmed, usually about four weeks after the University examination period. Students can view these by logging in to their iWaikato accounts <http://www.waikato.ac.nz/student>. A results notice is sent to individual students in December each year.

If at any time you have questions about a result for a particular assignment or a student's overall progress you can contact the course contact as listed under each paper in this brochure.

Students requiring an official transcript will need to apply for this and pay the fee as stipulated at: <http://www.waikato.ac.nz/sasd/enrolment/records/apply.shtml>



FREQUENTLY ASKED QUESTIONS

ARE STUDENTS PROVIDED WITH ID CARDS?

Students will be issued an ID card if they provide a passport size colour photo; an ID card is necessary to access the University Library, computer and internet facilities. Some papers allow access to laboratories.

CAN STAR PAPERS COUNT TOWARDS A UNIVERSITY OF WAIKATO DEGREE?

Yes – papers can be credited towards University of Waikato undergraduate degrees where appropriate.

WHAT IS A VERIFIED DOCUMENT?

A verified copy is a photocopied document signed by a person of suitable standing such as a Justice of the Peace, solicitor, barrister, court registrar or school principal.

This person will need to see the original document and will check that the photocopy is a genuine, unaltered copy. They will then sign, date and stamp the photocopy with an official stamp, or will write “certified original sighted and this is a true copy of that original”.

University staff at the Student Information Centre can also verify students' documents.

NOTE: Students cannot fax or post a photocopy of a verified copy. We need the original version of the verified copy ie the verification name, signature and date must be original. The University does not send back these documents. Once received, they become part of the student's University record.

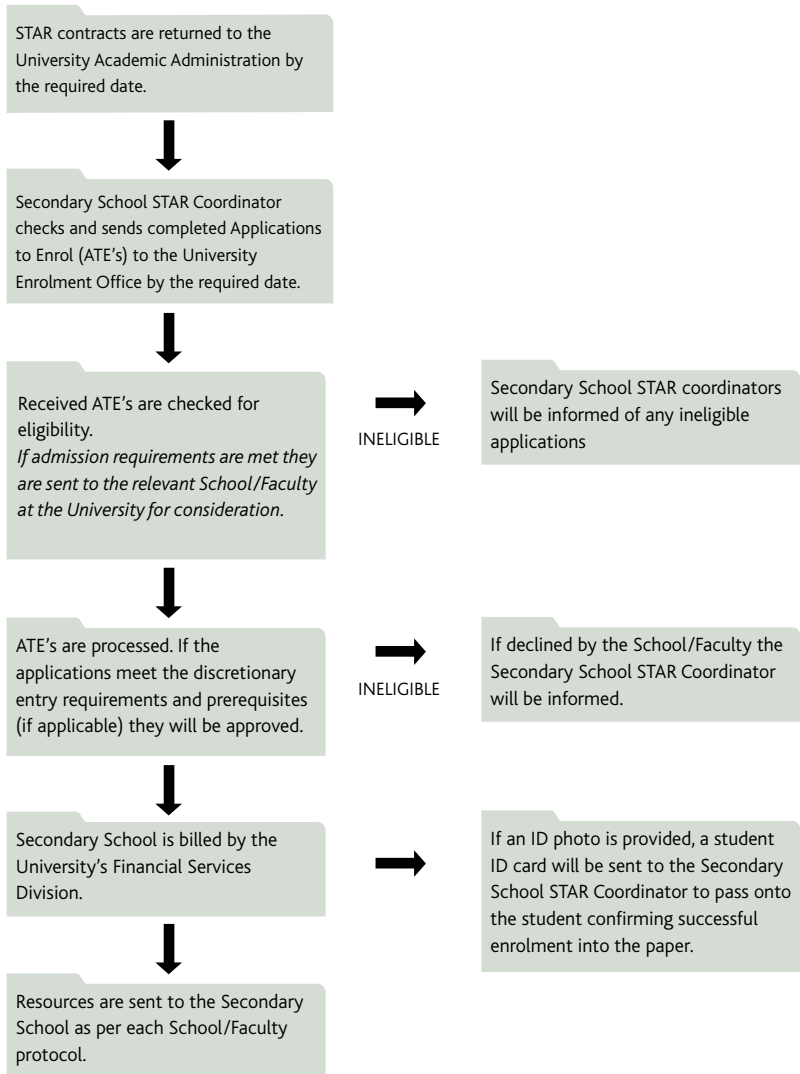
Please do not submit original documents.

For more detailed information regarding enrolment refer to your secondary school's contract.

HOW DOES THE STUDENT WITHDRAW FROM A STAR PAPER?

Contact your School/Faculty of Study and the Enrolment Office immediately. Your School/Faculty of Study and the Enrolment Office must be notified by the **second Friday (or the date specified in the schools agreement)** of any given semester (A, B, C, D or Y) of students wishing to withdraw from any papers. Notification of withdrawal between the second Friday and the sixth Friday of any given semester (A, B, C, D or Y) will result in the student receiving a 'withdrawn' grade (WD) and the secondary school will still be charged for the student. A student cannot be withdrawn after the sixth Friday of any given semester and will result in the student receiving an 'incomplete' grade (IC) and the secondary school will still be charged for the student.

A BASIC GUIDE TO THE STAR CONTRACT AND ENROLMENT PROCESS



Note: To withdraw a student from a STAR paper, a written request must be submitted within two weeks of the start date of the paper in order to be eligible for a refund of fees. Notification of withdrawal between the second Friday and the sixth Friday of any given semester will result in the student receiving a 'withdrawn' (WD) and the secondary school will still be charged for the student. A student cannot be withdrawn after the sixth Friday of any given semester unless there are exceptional circumstances beyond his/her control. A written request to withdraw must be made to the Head of Student and Academic Services Division. If the request is declined this will result in the student receiving an 'incomplete' grade (IC).

CONTACT DETAILS

For further information regarding UniSTARt at The University of Waikato

Phone: 0800 WAIKATO (924 528)

STAR Coordinator: (07) 838 4466 ext 6570

Email: UniSTARt@waikato.ac.nz

or visit: <http://www.waikato.ac.nz/sasd/enrolment/star.shtml>

Please also visit the Ministry of Education Website for more information about the Secondary Tertiary Alignment

Resource (STAR): <http://www.minedu.govt.nz>



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