

Teacher Education Supplementary Form

Please send completed form to:

FREEPOST 78837, Student Recruitment and Advisory Centre, School of Education
The University of Waikato, Private Bag 3105, Waikato Mail Centre, Hamilton 3240, New Zealand
Telephone: (+64) 7 838 4940, Facsimile: (+64) 7 838 4555, Freephone: 0800 83 22 42



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

- Qualified Teachers upgrading to the Bachelor of Teaching or Bachelor of Education do not complete this form. Please complete the Application to Enrol form for new students and the Application for Credit form.
- Applicants transferring from another Teacher Education institution do not complete this form. Please complete the Application to Enrol form for new students and the Application for Credit form.

Full Name _____ ID Number _____
Telephone _____ Cell phone _____

SECTION 1 – PROGRAMME CHOICE

1.1 Have you previously applied to the University of Waikato for Teacher Education? Yes – In what year? _____ No

1.2 Please tick to indicate which programme, programme location and stream (if applicable) you are applying for. If you are applying for more than one programme, please number in order of preference.

Please note: Programmes fill quickly and may be subject to availability and viability. Early application is advised.

PROGRAMME	LOCATION	STREAMS	START DATE
Early Childhood			
<input type="radio"/> BTchg Early Childhood	Hamilton		February
<input type="radio"/> BTchg Early Childhood	Tauranga		February
<input type="radio"/> BTchg Early Childhood Ki Taiao	Distance delivery**		February
<input type="radio"/> GradDipT Early Childhood	Distance delivery**	<input type="radio"/> Kaupapa Māori	January
Primary			
<input type="radio"/> BTchg Primary	Hamilton	<input type="radio"/> Kākano Rua	February
<input type="radio"/> BTchg Primary	Tauranga	<input type="radio"/> Kākano Rua	February
<input type="radio"/> BTchg Primary Mixed Media Presentation (MMP)	Distance delivery**	<input type="radio"/> Kākano Rua	February
<input type="radio"/> BTchg Primary Conjoint	Hamilton		February
<input type="radio"/> BTchg Primary Semester B	Hamilton		July
<input type="radio"/> GradDipT Primary	Hamilton		January
Secondary			
<input type="radio"/> BTchg Secondary Conjoint	Hamilton		February
<input type="radio"/> GradDipT Secondary	Hamilton		February
<input type="radio"/> GradDipT Secondary	Tauranga		February
<input type="radio"/> GradDipT Secondary (MMP)	Distance delivery**		February
<input type="radio"/> GradDipT Secondary – Technology (two years)*	Hamilton		February
<input type="radio"/> GradDipT Secondary – Technology (two years)*	Tauranga		February
<input type="radio"/> GradDipT Secondary – Technology (two years)*	Distance delivery**		February

1

SECTION 2 – BTCHG PRIMARY AND SECONDARY CONJOINT PROGRAMME APPLICANTS ONLY

2.1 In addition to the Bachelor of Teaching, tick the box corresponding to the qualification you wish to apply for:

BA BSpLS BSc BSocSc

2.2 **BTchg Secondary Conjoint applicants** – which New Zealand curriculum subjects do you wish to teach? _____

SECTION 3 – GRADDIPT EARLY CHILDHOOD AND PRIMARY APPLICANTS ONLY

3.1 Completed qualification _____ Institution _____ Date of completion _____

3.1.1 Evidence required is a minimum of a completed bachelor's degree at Level 7 on the New Zealand Qualifications Authority (NZQA) framework that has been completed or is expected to be completed before the start date of the programme. If the relevant qualification was not completed at the University of Waikato, applicants are required to provide a degree certificate and an academic transcript with their application.

3.1.2 Applicants with overseas qualifications must attach evidence of either a NZQA assessment showing degree equivalence, or a degree completion (i.e. a degree certificate and an academic transcript). Delays can be expected if documentation is not received at the time of application.

Please note: At the time of applying for registration to teach in New Zealand the New Zealand Teachers Council may require evidence of a NZQA assessment showing degree equivalence. Please refer to Section 9 for Language requirements.

3.2 Do you intend to complete final papers towards the relevant entry qualification at Summer School this year? Yes No

*The two year pathway is for people who hold a relevant industry qualification followed by a minimum of 3 years work experience, but do not hold a Level 7 qualification.

**Some campus attendance may be required.

SECTION 4 – GRADDIPT SECONDARY APPLICANTS ONLY

- 4.1 Completed qualification _____ Institution _____ Date of completion _____
- 4.1.1 GradDipT Secondary – Technology (two year) applicants: You must supply evidence of a relevant industry qualification followed by a minimum of 3 years work experience.
- 4.1.2 All other applicants: Evidence is required of a tertiary level qualification at Level 7 on the New Zealand Qualifications Authority (NZQA) framework (or equivalent) that has been completed or is expected to be completed before the start date of the programme. If the relevant qualification was not completed with the University of Waikato, applicants are required to provide a degree certificate and an academic transcript with their application. **Please note:** Your completed qualification must have a range of Level 300 papers in a subject area which supports the New Zealand curriculum.
- 4.1.3 Applicants with overseas qualifications must attach evidence of either a NZQA assessment showing degree equivalence, or a degree completion (i.e. a degree certificate and an academic transcript). Delays can be expected if documentation is not received at the time of application. **Please note:** At the time of applying for registration to teach in New Zealand the New Zealand Teachers Council may require evidence of a NZQA assessment showing degree equivalence. Please refer to Section 9 for Language Requirements.
- 4.2 Do you intend to complete final papers towards the relevant entry qualification at Summer School this year? Yes No
- 4.3 Which New Zealand curriculum subjects do you wish to teach at senior level (Years 12-13)?
(A range of Level 200/300 papers in your degree is the minimum requirement).
1. _____
2. _____
- 4.4 Which New Zealand curriculum subjects do you wish to teach at junior level (Years 9-11)?
(A range of Level 100/200 papers in your degree is the minimum requirement).
1. _____
2. _____

SECTION 5 – EMPLOYMENT RECORD

Occupation	Year Dates From – To	Reason for leaving
1		
2		
3		
4		
5		

2

SECTION 6 – DISABILITY SUPPORT

- 6.1 Do you have or have you had a medical or psychological condition which could limit your full participation in a teacher education programme?
 Yes No
- 6.1.1 If yes, please state what assistance you may need to facilitate your full participation in a teacher education programme.
- _____
- _____

Please note: You may be required to supply a medical certificate before an offer of place at the School of Education is confirmed. Please refer to New Zealand Teachers Council Good Character and Fit to be a Teacher Policy 2007: www.teacherscouncil.govt.nz/policy/goodcharacter2007

SECTION 7 – CONVICTIONS

- 7.1 Have you ever been convicted of a criminal offence? Yes No
- If you answered yes, you must mail an official court record in a separate sealed envelope marked confidential to the Director, Centre for Teacher Education, School of Education, The University of Waikato, Private Bag 3105, Waikato Mail Centre, Hamilton 3240, New Zealand. Forms to request records can be obtained at your nearest court. This process may take up to twelve weeks.
- Please note:** If a conviction occurs after your application has been submitted contact the Director, Centre for Teacher Education. Please refer to New Zealand Teachers Council Good Character and Fit to be a Teacher Policy 2007: www.teacherscouncil.govt.nz/policy/goodcharacter2007

SECTION 8 – REFEREES

Year 13 secondary students require: **One Confidential Referee's Report**
One School Confidential Report (ask you school careers adviser, guidance counsellor or Dean about this)

All other applicants require: **Two Confidential Referees' Reports**

Please choose referees carefully. Family, partner or close friends are not suitable. Referees should be able to comment on personal qualities in relation to your suitability to be a teacher. They should also be able to give information regarding your involvement with children, young adults or other learners, as well as your academic ability.

Your choice of referee is important and deserves careful consideration. Because you are applying for a place in a professional degree, it would be appropriate to include a practising teacher, if possible.

Referee reports are confidential and for the sole use of the School of Education as part of the selection process. The reports are the property of the School of Education and will be destroyed at the end of the selection process.

It is your responsibility to ensure that your referees complete and return the forms to the Student Recruitment and Advisory Centre. At the top of the Confidential Referee's Report please check that you have given your full name and indicated the programme/s for which you are applying. An application cannot proceed until the referees' reports are received by the Student Recruitment and Advisory Centre.

SECTION 9 – LANGUAGE REQUIREMENTS AND GENERAL INFORMATION

LANGUAGE REQUIREMENTS

9.1 What is your first language? _____

If you speak Māori, please tick one of the following to specify your level of fluency. I am:

a basic second language speaker

a fluent second language speaker

a fluent first language speaker

A sufficient level of English or Māori proficiency is demonstrated if English or Māori is the first language, **and** it has been the medium of instruction in their primary and secondary schooling, **and** all schooling qualifications have been completed in English or Māori. If an applicant does not meet the above requirement the applicant must demonstrate English language proficiency by providing original evidence of a minimum IELTS score of 6.5 (or equivalent) for the Bachelor of Teaching, or a minimum IELTS score of 7.0 with no less than 7.0 in any band (or equivalent) for the Graduate Diploma of Teaching.

Please note: The English language requirements are subject to change. Upon completion of study, students must be able to demonstrate a minimum IELTS score of 7.0 with no less than 7.0 in any band (or equivalent) to gain teacher registration with the New Zealand Teachers Council.

APPLICANTS APPLYING FROM OVERSEAS

You are required to provide a phone, fax and/or email contact for ease of communication. Please note that you are responsible for any interview expenses incurred.

9.2 Telephone (including country and area codes) _____ Fax _____

Email _____

ALL APPLICANTS

You may bring a small number of people to support you at your interview.

9.3 How many people will you be bringing? _____

DECLARATION

I declare that the information provided by me in this application and any attached documentation is true and correct and that I have not withheld any information in respect of this application which could have a bearing on my enrolment or the conditions of my enrolment at The University of Waikato. I understand that my making a false declaration to the University in respect of this application, or failing to disclose all information which may be relevant to the University in its consideration of my application for enrolment, may result in the University declining my Application to Enrol and may prevent me from gaining Teacher Registration. I agree and acknowledge that in the event the University at any stage becomes aware through information obtained from the NZ Police Licensing and Vetting Service Centre or otherwise, that I have a criminal conviction which I have not declared, the University in its sole discretion may immediately decline my Application to Enrol or cancel my Enrolment Offer or Enrolment Agreement (as the case may be). Notwithstanding anything else, I agree and acknowledge that the University will not be liable to me for any losses, claims, expenses or damages incurred or suffered by me, arising out of or flowing from the University's decision to decline my Application to Enrol or cancel my Enrolment Offer or Agreement (as the case may be).

I agree to the disclosure and use of my personal information contained in this application and attached documents by the University and to the disclosure and use of any other personal information about me which is held by the University, to any authorised bodies in response to requests by those bodies or organisations under statutory authority. I understand that I have the right to access my personal information and to request the correction of that information pursuant to the Privacy Act 1993.

Full name of Applicant _____

Signature of Applicant _____ Date _____

Confidential Referee's Report

This report is confidential to the Selection Committee and is protected under

Section 29 (ii) of the Privacy Act 1993.

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THE UNIVERSITY OF

WAIKATO

Te Whare Wānanga o Waikato

▼ APPLICANT'S NAME _____

The above applicant for our Early Childhood, Primary, Secondary teacher education programme has named you as a referee to support an application to the School of Education. You are asked to complete this form and return it to the School of Education **within 10 working days** of receiving it. (Late reports will delay the selection, interview and offer process for the applicant). When selecting people for teacher education, the Selection Committee places great importance upon referees' reports.

This report will not be made available for viewing by the applicant unless written confirmation is received from you to advise otherwise.

▼ The purpose of this report is to determine the suitability of the applicant for teacher education and University level study.

1. How long have you known the applicant?

Number of years _____ from _____ to _____

How do you know the applicant? _____

Please indicate if you are a teacher or a former teacher (not necessarily of the applicant).

2. I know / do not know the applicant well enough to complete this form (please return the form even if you do not know the applicant well enough).

3. What are the applicant's special interests, skills and activities in relation to teacher education and teaching?

4. Māori language proficiency

(To be completed if application is for a bilingual programme or if Māori is chosen as a teaching subject.)

I am unable to assess the applicant's proficiency

The applicant is:

a basic second language speaker

a fluent second language speaker

a fluent first language speaker

5. Please indicate where you have had any opportunity to observe the applicant's relationship with people, particularly those of

under school age

school age

applicant's age

older age

What were your impressions of the applicant's ability to communicate and relate effectively?

6. Please comment on the applicant's qualities (in relation to teaching). Consider for example, leadership, initiative, reliability, co-operation, perseverance, maturity of outlook, general bearing, preparedness for independent academic study and any other personal qualities.

7. Would you be happy to have this applicant teach members of your family? Please state why or why not.

8. Overall recommendation (please tick the appropriate box).

- I recommend the applicant without reservation as a prospect for teacher education
- I have some reservations but would recommend the applicant as an appropriate prospect for teacher education
(My reservations are given below)
- I believe the applicant is unsuitable for teacher education
- I have other comments, but I prefer to be contacted about the details by the Director, Centre for Teacher Education, School of Education

Please add any further comments you would like to make.

Signed _____ **Date** _____

Referee's name _____ **Day / Business phone** _____

Address _____ **Cell phone** _____

_____ **Email** _____

Confidential Referee's Report

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- I have other comments, but I prefer to be contacted about the details by the Director, Centre for Teacher Education, School of Education

Please add any further comments you would like to make.

Signed _____ **Date** _____

Referee's name _____ **Day / Business phone** _____

Address _____ **Cell phone** _____

_____ **Email** _____

School Confidential Report Form

This report is confidential to the Selection Committee and is protected under Section 29 (ii) of the Privacy Act 1993.

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FOR SCHOOL LEAVERS ONLY

APPLICANT'S DETAILS

Applicant's name _____ Date of birth _____

School _____

1. Application to the Bachelor of Teaching (BTchg) degree programme (tick as applicable).

Early Childhood

Primary

Secondary

APPLICANT'S CRITERIA

2. Is the applicant likely to achieve University Entrance?

Yes

No

Qualifications e.g. NCEA, CIE	Subjects in Current Year	Level of Study	Total Credits Likely to be Achieved (if known)

Has this applicant achieved the literacy requirements for University Entrance?

Yes

No

In progress

Has this applicant achieved the numeracy requirements for University Entrance?

Yes

No

In progress

3. Is the applicant able to communicate clearly in both verbal and written contexts?

Yes

No

Any further comments? _____

4. Does the applicant have the ability to succeed at independent study for the Bachelor of Teaching degree?

Yes

No

If yes, please indicate anticipated ability to succeed.

Only with concerted effort

With some difficulty, though has the necessary study skills

No anticipated difficulty

5. Does the applicant possess suitable personal qualities to become a teacher? If suitable, please indicate degree of suitability.

not suitable

suitable

very suitable

extremely suitable

I would like to add the following about the applicant _____

REFEREE'S DETAILS

Name _____ Signature _____

Designation _____ Phone _____

Date _____ Cell phone _____

Email _____

Official school stamp

Consent to Disclosure of Information

School of Education

Te Kura Toi Tangata

Licensing and Vetting Service Centre
Police National Headquarters
PO Box 3017
WELLINGTON 6140



THE UNIVERSITY OF
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▼ All applicants must complete and return this form to the School of Education with their application.

Programme applying for (please tick):

- | | |
|--|--|
| <input type="radio"/> Bachelor of Teaching Early Childhood | <input type="radio"/> Graduate Diploma of Teaching Early Childhood |
| <input type="radio"/> Bachelor of Teaching Primary | <input type="radio"/> Graduate Diploma of Teaching Primary |
| <input type="radio"/> Bachelor of Teaching Secondary | <input type="radio"/> Graduate Diploma of Teaching Secondary |

I, _____
(Surname) (Given Name/s)

(Maiden or any other names used)

Gender Male Female Date of Birth _____
(Day / Month / Year)

Place of Birth _____ Nationality _____

Street Address _____

Suburb _____ City _____

NZ Driver Licence Number _____

hereby consent to the disclosure by the New Zealand Police of any information they may have pursuant to this application, to the School of Education, The University of Waikato. I understand that any record of criminal conviction I might have will automatically be concealed if I meet the eligibility criteria stipulated in Section 7 of the Criminal Records (Clean Slate) Act 2004.

Signed _____ Date _____
(Day / Month / Year)

COMMENTS OF THE NEW ZEALAND POLICE

