

**APPLICATION QUESTIONNAIRE**

**Instructions**

* ***Prepare the following supporting documents in advance, so that you can upload them as you complete the online enrolment application form.***
* ***Save your scanned documents using the following file name format:* [your last name], [your first name] [short title e.g. ID1] YYYY-MM-DD.**

**Please provide the following supporting documents:**

**1. QUESTIONNAIRE including STUDY TIMETABLE (all applicants).**

**2. LETTER OF RECOMMENDATION (all applicants).**

Provide a letter of recommendation from a person of standing who has known you for a minimum of two years.

**3. ID 1 - CERTIFIED PROOF OF RESIDENCY (all applicants)**

Provide a certified copy\* of your proof of residency (e.g., birth certificate or current passport) showing your current legal name.

**4. ID 2 - CERTIFIED PHOTO ID (all applicants)**

Provide a second certified copy\* of proof of identity that includes your photo (e.g., current passport or drivers licence) showing your current legal name.

**5. PROOF OF CHANGE OF NAME (if applicable)**

Where there has been a name change, or ID shows a different name, provide a certified copy\* of proof of a legal name change (e.g., a marriage certificate).

**6. PROOF OF PREVIOUS STUDY (if applicable)**

If you have previously studied at tertiary level, please upload a copy of your academic transcript/s and copy of any certificates/diplomas/degrees.

**7. PROOF OF ENGLISH LANGUAGE PROFICIENCY (if required)**

Complete the English Language Requirements section in the questionnaire (all applicants). Under NZQA requirements all applicants must demonstrate English proficiency through (1) evidence of schooling or (2) English language proficiency tests. Upload a copy of your IELTS or TOEFL results if applicable (Note these results must be less than two years old).

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| \* A ***certified copy*** means a photocopy of your original document, signed as being a true and accurate copy by an SPCNM staff member, Justice of the Peace, lawyer, registered teacher or medical doctor, an official of the issuing authority, or a court official (Court Registrar or Deputy Registrar). The verifier must not be a member of your family.  Ensure the entire image of the relevant document is visible on the copy. |

**QUESTIONNAIRE - PLEASE TELL US ABOUT YOURSELF**

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| Applicant Name: | Age: |
| Programme applying for: (*Select the desired option*)  Bachelor of Natural Medicine (Level 7)  Diploma in Holistic Nutrition (Level 6) – *F****ull-time only***  NZ Certificate in Study and Employment Pathways - Natural Medicine (Level 4)  Personal Interest | |
| Tell us your reason for applying: (*100 – 400 words*) | |
| Why do you think you should be accepted into this programme? (*100 – 400 words*) | |
| What is your intended career pathway? | |

1. **STUDY, RESPONSIBILITIES & TIME MANAGEMENT**

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| What is your current occupation/main activity? |
| Do you intend to work while you study?  Yes  No  If yes, how many hours per week?  *The NZQA recommendation is for no more than 10 hours of paid work per week for full-time students and no more than 20 hours of paid work per week for part-time students.* |
| Are you applying to study  full-time (four courses per semester) OR  part-time if available (two courses per semester)  *Full-time study (minimum seven courses per year) is required to qualify for a student allowance if being sought* |
| Would you prefer to study  on-campus OR  online  If online do you intend to engage in study via  live-streaming OR  watching recordings |
| Will you be studying  in New Zealand OR  Overseas? |
| How do you intend to fund your study?  *(Select all relevant answers)*  Fees Free  Student loan  Self-funding  Scholarship/Other  Comment: |
| Describe your other responsibilities (apart from work and study) e.g. caring for children/parents, whānau, friends who need support, community, iwi? |
| Who is available to support you with your other responsibilities, while you study? |

1. **COMPUTER SKILLS**

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| How do you rate your computer skills from 1-10 (1 lowest to 10 highest)? *Enter here:* |
| Do you have a computer at home that you can use to study?  Yes  No  *Your computer must meet our minimum requirements – Windows 10 OR macOS Monterey (12.7.6); an up-to-date internet browser; latest Adobe Acrobat & Flash players; and a comprehensive, fully licensed version of Microsoft 365.* |
| Do you have reliable WIFI at home?  Yes  No If not, where will you study? |
| Are you confident in: ­­­­­­­­­­­­   1. Using Microsoft Word or similar?  Yes  No 2. Converting a Word document to a pdf?  Yes  No 3. Accessing study materials and researching or working online?  Yes  No 4. Saving documents in various formats?  Yes  No |

1. **PREVIOUS STUDY – SECONDARY AND TERTIARY**

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| List all tertiary qualifications, names of awarding institutes, area of study and year of completion (e.g., *2020 Bachelor of Nursing, University of Auckland*). *Please upload any recent and/or relevant transcripts.*  Year of completion of most recent study: \_\_\_\_\_\_\_\_\_\_\_  Year of completion of secondary school: ­­­­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Highest secondary qualification \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **CHEMISTRY**  What is the highest level study of Chemistry you have completed?   1. I have never studied chemistry 2. NCEA Level 3 3. Equivalent to NCEA Level 3 or higher  Name of course/qualification completed (*Enter here*):   *Note that our Admission Critieria for the Bachelor of Natural Medicine states that “If the applicant has no background in Science or Chemistry, then they will be required to undertake and pass an Introduction to Chemistry course (offered on-line) before the offer of a place and acceptance onto the programme can be confirmed.”* |

1. **ENGLISH LANGUAGE REQUIREMENTS (*all applicants to complete*)**

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| Did you complete secondary school or tertiary study in English?  Yes  No If no, refer to \* below  If yes, in which country?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  *Depending on where you completed this study, we may require you to provide further information about your English language proficiency, under NZQA requirements e.g. Canadian residents need to prove their education was in English.*  *\*If English is not your first language or you have not completed study in English, we may require you to submit IELTS or TOEFL test results (not more than two years old) or complete an IELTS test to show language proficiency at level 6.5 with no band score under 6.0.*  Please upload supporting documents with your online application form if required. |

1. **INTERNATIONAL STUDENTS**

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| **I understand that I must:**   1. meet English language requirements as above  Yes  No 2. pay all course fees upfront each year  Yes  No 3. be currently residing in New Zealand  Yes  No 4. be able to study full-time on-campus in Auckland  Yes  No 5. hold a study Visa (or have applied for one)  Yes  No 6. have current medical and travel insurance  Yes  No 7. have a background/qualification in Chemistry  Yes  No   If you answered **No** for any of the above, please explain further: Click or tap here to enter text. |

1. **RECOGNITION OF PRIOR LEARNING/CREDIT TRANSFER**

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| If you have completed relevant prior study, are you intending to apply for RPL/CT?  Yes  No  Please refer to the course descriptors on the College website and **list the SPCNM courses that you are considering applying for**: (e.g., *BNM511 Anatomy & Physiology 1*)  Note – Further documentation and separate RPL application will be required if you proceed with the RPL application. |

1. **ANYTHING ELSE?**

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| Is there anything else that you would like us to know? |

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| Applicant Signature:  (*Type your name here*) | Date: |

**STUDY TIMETABLE**

*Please complete the following timetable to demonstrate how you will include your planned study with your commitments and responsibilities.*

Include **four** hours of attendance or online access and **four** hours of self-directed learning **per course per week.**

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| Times: | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
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