



Horowhenua College Enrolment Form

Student Name	
Year Level	

Enrolment checklist

Enrolment checklist	
	Application form has been completed and signed.
The following documents will be required at your interview	
	Most recent school report
	New Zealand Birth Certificate or Passport or Australian Passport or Student Visa
	Immunisation Record (eg Well Child Book or GP Record for measles)
	Photocopy of NCEA Results (only if your child is enrolling for Year 12 or 13 or has completed NCEA assessments in Year 9 or 10)
	Court documents - re custody (if applicable)

Office Use Only

Entry date	Whanau	Core Class	Leaving Date	Destination

Application for Enrolment

Section A: Student Details

Legal Surname			
Legal First Name(s) (Include middle names)			
Preferred Surname			
Preferred First Name			
Gender			
Date of Birth			
Ethnicity	1	2	3
Iwi Affiliation	1	2	3
Languages spoken at home			
Current school			
Eligibility (please tick)	NZ Citizen	NZ Resident	Australian Citizen Other
Verification	NZ Birth Cert Other	NZ Passport	Australian Passport Visa
Doctors Surgery		Number	
Dentist Surgery		Number	
Foreign Fee Paying Student	Yes	No	
Immigration Status (Please circle)	Residence Permit Student Visa Other	Yes Yes	No No
Country of birth			
Siblings currently at Horowhenua College			
Student mobile number			
Bus student	Yes	No	If yes please advise which bus:

Section B: Parent /Caregiver Details

Note: Both primary and secondary caregivers will be provided with access to the KAMAR parent portal. This will allow them to view student attendance, NCEA results (if applicable), school reports and fee statements. All information for the KAMAR portal is sent via email.

Primary Residence (This is the student's main residence)

Title <i>Eg. Mr/Mrs</i>		Title <i>Eg. Mr/Mrs</i>	
Surname		Surname	
First Name(s)		First Name(s)	
Relationship to student		Relationship to student	
Address			
		Postcode	
Postal Address if different			
Home Phone			
Mobile Phone		Mobile Phone	
Email Address			
Email Address			
Occupation		Occupation	
Work Phone		Work Phone	

Section B Cont: Parent /Caregiver Details

Note: Both primary and secondary caregivers will be provided with access to the KAMAR parent portal. This will allow them to view student attendance, NCEA results (if applicable), school reports and fee statements. All information for the KAMAR portal is sent via email.

Secondary Residence (Complete this section if there is shared living/custody arrangements)

Title <i>Eg. Mr/Mrs</i>		Title <i>Eg. Mr/Mrs</i>	
Surname		Surname	
First Name(s)		First Names(s)	
Relationship to student		Relationship to student	

Address			
		Postcode	
Postal Address if different			
Home Phone			
Mobile Phone		Mobile Phone	
Email Address			
Email Address			
Occupation		Occupation	
Work Phone		Work Phone	

Emergency Contact (other than listed previously)

An emergency contact is used if Horowhenua College cannot make contact with person(s) identified in the primary or secondary residence

Name	
Relationship to student	
Address	
Home telephone	
Mobile telephone	

Second Emergency Contact (other than listed previously)

A second emergency contact is used if Horowhenua College cannot make contact with person(s) identified in the primary or secondary residence, or the emergency contact.

Name	
Relationship to student	
Address	
Home telephone	
Mobile telephone	

Are there any custodial issues relating to your child that the school should be aware of?

If so please provide information in the space below.

Please note - any restrictions on communication or access with, or by a parent MUST be supported by a court order.

Has your student previously been suspended or expelled from school?

Yes / No

If yes please provide details:

Dietary Requirements

As part of the government initiative of Free and Healthy School Lunches in schools every student will receive a free, healthy lunch each school day. In order to provide the correct lunches for students we need details of any dietary requirements. Please note this is not what your child does or does not like, it is what they can and cannot eat.

Dietary Requirements:	Yes	No		
Gluten Free	Dairy Free	Vegan	Vegetarian	Halal

Allergies _____

ENROLMENT PROCEDURES

- Please complete this form carefully
- Ensure that the form is mailed to: Horowhenua College, P O Box 544, Levin or delivered to 65-73 Weraroa Road, Levin, as soon as possible.
- Enrolment interviews:
 - Interview times will be available commencing Term 3.
 - Once the enrolment forms have been received the college will phone you to make an appointment for an enrolment interview.
 - You will need to bring with you the documents listed on the front of this form.
 - If you do not hear from us please do not hesitate to contact us on 0800 467694

DECLARATION

I/We have read the prospectus and agree to abide by the college regulations laid down by the Principal and Board of Trustees.

I/We declare that all the information stated on this form is true and correct.

I/We give permission for Horowhenua College to share information with other educational agencies in the best interest of my/our child.

I/We understand that Horowhenua College will take action on my/our behalf in case of the sudden illness or injury of my/our child.

I/We will pay all fees required.

I/We understand while the school will do its best to restrict student access to offensive, dangerous, inappropriate, or illegal material on the internet or through email, it is the responsibility of my/our child to have no involvement in such material.

I/We give permission for my/our child to be given access at school to global information systems such as the internet or email.

I/We give permission for the college to use images of my/our child in college publications, newspaper articles and on the college website or facebook page.

Parent/Caregiver signature(s):.....Date:

Student signature:..... Date:

Horowhenua College will adhere to the Privacy Act requirements regarding personal information.