

Information for International Students



Telford
Te Whare Wānaka o Puerua

A Division of Lincoln University

Why New Zealand?

If you are choosing to study an agricultural based subject, you should look no further than New Zealand.

New Zealand is a country of highly productive, well managed farms, wide-open spaces, majestic mountain views, native bush, unique wildlife, deserted beaches, unique cities and towns. Situated in the South Pacific, with our closest neighbour – Australia – being 2000kms away, New Zealand lives up to its reputation as a country that protects its natural beauty and land.

New Zealand offers students an outdoor lifestyle you won't find anywhere else. Adventure tourism is a key industry in New Zealand with popular locations such as Queenstown, Rotorua and Fiordland offering activities like skiing, bungy jumping, jetboating, trekking, mountain biking, and much more.

New Zealand is home to approximately 4.5 million people, with the two main ethnic groups being European and Māori; however, the culture is diverse and welcoming to nationals from around the world – something that New Zealand prides itself on.

New Zealand has approximately 40 million sheep and 10 million cattle, and our economy relies heavily on the agricultural industry. It is very important that the quality of agricultural training remains high in New Zealand – and Telford - a Division of Lincoln University, plays a large part in this.



About Telford - a Division of Lincoln University

Telford – a Division of Lincoln University, is one of the few institutions in the country that provides agriculture, equine, apiculture and forestry training from one location.

Telford is located in the Clutha District of South Otago, in the South Island of New Zealand, an hour's drive from the student city of Dunedin. Telford was founded in 1964 as Telford Farm Training Institute by a group of South Otago residents who identified the need for an agricultural training facility in the area. The land was made available by the family of William Telford - after which the Institute was named.

Having operated for many years as a private institution before coming under the government's education programme, Telford became New Zealand's twenty-fifth polytechnic in February 1991. On 1 January 2011, Telford Rural Polytechnic merged with Lincoln University to become Telford - a Division of Lincoln University.

Today it operates under two divisions: the Education Division governed by Lincoln University, and the Farm Division managed by the Telford Farm Board of Management. There is co-operation between the two entities, both working toward providing high-quality, land-related education.

The main governing body of Telford is the Lincoln University Council. The Council includes representatives from many groups and external organisations, as well as staff and student representatives. The Council is responsible for managing the affairs and concerns of Lincoln University (including the Telford division).



The Telford Farm Board of Management is responsible for operating the farms.

A prime purpose of the farms is to provide a 'classroom' for learning practical farming skills.

As an international student you may find the South Otago landscape, the New Zealand climate, and our farming methods very different from those you experience in your own country. However, even though the farming methods may be different you will still learn specific and general skills – giving you a grounding in agricultural methods, animal and crop husbandry and an education that can be adapted in response to the particular needs of the people and the land you are working.

Telford offers a range of course options and prospective students are encouraged to view the full Prospectus and contact Telford for more information if needed before making an application.

More information can be found on www.telford.ac.nz.



Telford Students need to:

- Be practically minded, willing to work in many weather conditions (hot and very cold) and get their hands dirty
- Have motivation and a willingness to learn practical skills on all types of farms (for example: fencing, welding, milking, shearing, butchery skill, animal slaughter to name a few)
- Have physical fitness for outdoor jobs with a positive attitude and physical ability
- Be curious about agriculture and ask lots of questions
- Keen to develop a career in land based industries
- Have an ability to work and live with others, particularly with farmers and their families because at times you will be living with farming families
- Work safely and protect others and the environment
- Have good study and computing skills
- Enjoy making friends and getting involved in sporting and recreational activities.



Entry Requirements

Selection Criteria

Telford – a Division of Lincoln University, uses set criteria to select students. Apparent eligibility may not lead to automatic acceptance into a course you choose. You must demonstrate attributes that, in the assessment of Telford, will give you the best chance of success.

Limited numbers of students are accepted to study in Telford programmes. If you are not accepted onto the programme you applied for, Telford may suggest an alternative programme.

It is important that your application is received by Telford no later than 31 October. Late applications will only be considered if places are available.

As part of the selection process, you may be required to complete a telephone interview. You may also need to supply copies of applicable certificates/evidence of prior achievements from previous formal education you have undertaken.

English Language Proficiency

If English is not your first language, you must demonstrate that you have reached a satisfactory standard in one of the two most common and accepted English language tests:

- TOEFL (Test of English as a Foreign Language)
- IELTS (International English Language Testing System).

The minimum performance level is:

- IELTS 5.5 overall Academic Version
No less than 5.5 in any one module
- TOEFL 500 plus TWE 4.5.

More information about these tests can be obtained by contacting Jan Johnstone, email jan.johnstone@telford.ac.nz.



Visas and Work Permits

To study in New Zealand you may need a visa. If you wish to undertake any paid employment you will need a work permit. These take time to process so we recommend that when you have received your offer of place at Telford you apply for your visa as soon as possible.

Your nearest New Zealand High Commission, Embassy or Consulate Office will be able to provide you with further information and assistance. When you are studying at Telford, it is important to be aware of your visa and work permit requirements and apply for any renewals at least one month before your visa or work permit expires. If you do not keep within the law of your visa, you may be sent home by the New Zealand Immigration Service, acting on behalf of the New Zealand Government.

We recommend that you take some time to view the information on www.immigration.govt.nz.

Student Visas

When applying for a student visa refer to New Zealand Immigration Service's guide, INZ 1013 and include in your application:

- Application for visa form
- Offer of place from Telford
- Original tuition fee receipt
- Guarantee of accommodation from Telford
- Visa fee (will be advised by the New Zealand High Commissioner in your country)
- Courier and handling fees
- Passport photograph – in addition to the one on the visa form
- Evidence of sufficient funds to support yourself in New Zealand:
 - (a) A completed Financial Undertaking for a Student (INZ 1014) form or
 - (b) Evidence of sufficient funds to support yourself for the period you will be studying. (If you are studying in New Zealand for less than 36 weeks please provide evidence of NZ\$1,000 per month. If you are intending to study in New Zealand for more than 36 weeks please provide evidence of NZ\$10,000 per year as well as sufficient funds to purchase an outward ticket.)

- Passport: your passport must be valid for a minimum of three months after your course finish date
- If your intended course of study is longer than 24 months, a New Zealand Immigration Service medical and chest x-ray clearance is required.

Telford will not accept students for study who have only a visitor's visa.

To access the New Zealand Immigration Service's guide and application form visit www.immigration.govt.nz under 'apply'.

Work Permit

New Zealand's immigration regulations state that international students who are studying on a student visa may be able to obtain a work permit. If you possess a work permit this will enable you to look for paid employment during the summer vacation period: from November to February. Depending on your course of study, you may also work for a limited number of hours per week during study periods. You should note that there are a limited number of openings for casual employment in New Zealand and it may not be possible to source paid employment.

For more information about obtaining a work permit, go directly to www.immigration.govt.nz or you can telephone Immigration on +64 9 914 4100.



Important Practical Information

Student Loans and Allowances

As an international student you are not eligible to access the New Zealand Student Loans and Allowances scheme. You will need to meet your own costs of studying in New Zealand (please see 'Fees and Budgeting' below).

Bank Accounts

The following New Zealand banks have branches in Balclutha:

ANZ Banking Group
57 Clyde Street
Ph. (03) 418 4730

Bank of New Zealand
53 Clyde Street
Ph. (03) 418 2210

KiwiBank
John Street
Ph. 0800 11 33 55

National Bank
33 Clyde Street
Ph. (03) 418 1327

Westpac
39 Clyde Street
Ph. (03) 418 2663

Fees and Budgeting

Information on course fees and accommodation costs can be found on www.telford.ac.nz. You need to make appropriate and adequate provision for the timely payment of course and related fees, and also for the costs associated with accommodation and general living expenses, travel etc.

All fees must be paid to Telford when you enrol for your course of study. Study will not commence until fees are paid. Telford is required to notify the New Zealand Immigration Service if you are unable to pay your fees when requested. The Immigration Service has policies in place to address this and similar situations, and will take whatever steps it deems necessary to resolve the issue.

The administration staff at Telford will assist you with advice on expected costs, and the type of financial provision you should make to live adequately during your period of study at Telford. You should not assume that you will be able to obtain paid employment while studying at Telford (please see the section 'visas and work permits' for further information).

Halls of Residence

The Halls of Residence provide a fully supervised, relaxed environment where it's easy to make friends and have loads of fun. Set amongst spacious, landscaped grounds, they are just a short walk from the workshops, classrooms and other teaching facilities.

We provide fully furnished, single or double rooms (with the choice of ensuite or shared bathroom facilities), as well as temporary accommodation on a five or seven-day basis.

During your stay in the Halls, you will receive three meals a day (plus morning and afternoon tea), a weekly linen change and room servicing, plus free laundry facilities.

Please note: Halls of Residence are not available during the holidays.

Health and Insurance

Most international students are not entitled to publicly funded health services while in New Zealand unless they are:

- A resident or citizen of Australia; or
- A national of the United Kingdom; or
- The holder of a temporary permit that is valid for two years or more.

If you do not belong to one of these special categories and you receive medical treatment during your visit, you will be liable for the full costs of that treatment. You are required to have insurance that will cover the cost of medical treatment in New Zealand for the duration of your stay in New Zealand. We strongly recommend that you obtain insurance to cover your travel to and from New Zealand.

International Fee Protection Policy

Should Telford cancel a course before its due start date, an alternative course may be offered to you. You have the option of accepting a place on this alternative course, or declining the place. If you do not wish to take up a place on the alternative course, the full course fees will be refunded to you.

Please note that, as a State Sector tertiary teaching institution funded by the New Zealand Government through the Ministry of Education, Telford is required to abide by the provisions of the Education Act 1989 and its Amendments. Under these provisions the clauses of the Public Finance Act 1989 are extended to the education sector. The Public Finance Act specifies, among other things, with whom investments may be placed; how money (including fees) are to be banked; and prescribes the contents of the annual accounts and when these accounts are to be presented for audit. Monitoring of compliance with these provisions is undertaken by Audit New Zealand and the Tertiary Advisory and Monitoring Unit (TAMU).

International Student Identity Card

As an international student you can obtain an International Student Identity Card (ISIC) – provided you are enrolled in a full-time course. The ISIC enables you to get discounted travel while living in New Zealand, and also provides discounts on a range of services. There is a fee payable to obtain an ISIC.

Please speak to the International Students Liaison, in the first instance, once you arrive at Telford.

Additional Help/Next Steps

If you need any help with any of the information contained in this document or any other aspect of enrolling at Telford, please contact us through the website www.telford.ac.nz, email enquiry@telford.ac.nz, or phone +64 3 419 0300.



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