

# Prospectus

## 2012



**Telford**  
*Te Whare Wānaka o Puerua*  
A Division of Lincoln University

# Welcome to Telford - a Division of Lincoln University



Telford - a Division of Lincoln University is one of New Zealand's largest land-based vocational training providers, located just five minutes from Balclutha, in the heart of South Otago.

With access to 880-hectares of farmland, a 20-hectare campus, including halls of residence, workshops, gymnasium, library and laboratory, we provide a training environment that is unrivalled anywhere in New Zealand.

Courses at Telford are a blend of theory and a strong practical focus designed to give students hands-on training through real world experiences. Our class numbers are small, which means students receive all the care and attention they need to help them achieve the requirements of their chosen course of study.

Telford has a longstanding reputation for turning out well-grounded graduates who are sought after in Agriculture (sheep, dairy, beef, deer), Equine, Forestry, Apiculture (beekeeping) and Rural Business. Our graduate employment success rate is high, with many of our students offered full-time positions before they have even finished their studies.

Outside of their studies, students have easy access to some of the very best outdoor adventure New Zealand has to offer. Telford is located on the perimeter of the famous Catlins, a remote but magnificent part of the South Coast that includes wild surf beaches, native forests and unbelievable landscapes. The student town of Dunedin is only a short drive, and the winter snow of Queenstown and Wanaka is just over three hours away.



# Telford Farms

Telford Farms are owned by the Telford Farm Training Institute, which has a long and proud history of training New Zealand farmers. Our campus extends over 880-hectares of farmland and includes halls of residence, technical workshops (machinery, carpentry and welding), classrooms and livestock units.

Telford is set up to provide a realistic outdoor classroom for developing your farming skills.

As a student here, you will gain real-life, practical training from experienced farming tutors, farm managers, equine tutors and forestry trainers.

As part of your study, you will also undertake regular work experience, under the mentorship of Telford Farm managers.



## Telford farms are made up of:

<b>Sheep and Beef Unit:</b>	<b>330-hectares (eff)</b>
<b>Deer Unit:</b>	<b>155-hectares (eff)</b>
<b>Dairy Unit:</b>	<b>172-hectares (eff)</b>
<b>Forestry Unit:</b>	<b>65-hectares</b>
<b>Horticulture Unit:</b>	<b>One-hectare</b>
<b>Equine Unit:</b>	<b>18-hectares</b>

## Farm dog accommodation

We have 30 dog kennels on campus.

# Student Life

## 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), 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.

## We also provide:

- Sky TV and DVD facilities
- Various sporting and social activities
- Tennis court, rugby field, gymnasium, weights room
- Free pool table
- Storage for guns and rifles (students with firearms licence only)
- Evening access to the computer suite and tutor support.

We recommend you apply early for your place in the halls of residence by completing the application form at the back of this booklet. For information on fees, please refer to our website or read our Fees and Scholarships Booklet.



## A world of adventure on your doorstep

Telford is set in a rural outdoor environment just an hour's drive from Dunedin. If you love the outdoors, South Otago is an adventure playground that provides endless possibilities for getting out there.

Here are just a few things you can do:

- Pig, goat and deer hunting
- Play rugby for Telford
- Lake and sea fishing
- Motocross
- Jet boating
- 4 x 4 off-road adventures
- Mountain bike and downhill riding
- Young Farmers Club
- Fly with the local Aero Club
- Two local pony clubs and competition
- Trap and small bore shooting clubs
- Bush walks
- Diving and surfing
- Golf (a selection of 9 and 18 hole courses)
- Netball, touch 7s, tennis and soccer clubs
- Shopping and Dunedin city life
- Explore the Southern Scenic Route
- Snowboarding and skiing in Queenstown and Wanaka
- Observe sea lions, seals, yellow-eyed penguins and native birds.

# Financing your study

## Scholarships

Many of Telford's full-time students are awarded scholarships ranging from \$300 grants to full fees tuition. We invite applications from all students and strongly encourage you to look into our scholarships before you enrol. Scholarship applications close halfway through the year before your intended year of study.

For information about scholarships, phone us on 0800 835 367, or visit [www.telford.ac.nz](http://www.telford.ac.nz).

## Student loans

Government funded student loans can help finance your study, but to receive a loan you must be a New Zealand citizen or have permanent resident status for at least two years.

There are three parts to a student loan:

- Course fees
- Living costs
- Course-related costs.

Depending on your circumstances, you may be eligible for a full interest write-off. For more detailed information about loans, please refer to [www.studylink.govt.nz](http://www.studylink.govt.nz). If you have questions of a more general nature, Telford's administration team may be able to help you.

## Student allowances

Student allowances provide a weekly payment for full-time students to help pay halls of residence fees and day-to-day living costs. You don't have to pay back your allowance, but to qualify you must meet specific criteria. For more information, please refer to [www.studylink.govt.nz](http://www.studylink.govt.nz).

## Payment of fees and accommodation

Tuition fees, bonds and student fees are paid in full at the start of your study.

Halls of Residence payments are to be made in advance for each term. Alternative payment arrangements may be organised for Terms 2 to 4 by contacting Telford administration prior to commencement of your study.

A list of tuition fees and halls of residence charges will be sent to you after your enrolment has been accepted, along with our Student Handbook.

## Weekend work

Many Telford students find weekend work in a wide range of areas, including relief milking, casual contracting, or within other businesses in the Clutha District. Part-time work will help supplement your loans/allowances.

# International Students

Telford is responsible for your welfare and follows the Code of Practice for Pastoral Care of International Students that is administered by the Ministry of Education. Copies of the code are available from Telford on request, or from the New Zealand Ministry of Education website at [www.minedu.govt.nz](http://www.minedu.govt.nz).

If you are considering enrolling at Telford, please contact us for an International Students Handbook, which outlines everything you need to know, including fees, visa requirements and accommodation.

## Entry requirements for international students.

You must:

- Be aged 16 years or over
- Have a current student visa or permit
- Provide evidence that you have current medical and travel insurance.

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

- TOEFL (Test of English as a Foreign Language) – you must achieve a minimum score of 500, plus a TWE of 4.5
- IELTS (International English Language Testing System) – you must achieve an overall band score of 5.5.



“Coming from an urban background and from another country, Telford was a great place to get the feel of what it’s like to be out on New Zealand farms while getting an education. Spending time with local students and farmers gave me more confidence in staying on in the country as well”

Nagi Fujii, Hokkaido, Japan; Telford Certificate in Agriculture (Level 3) and Certificate in Farm Management (Level 3). Nagi is currently employed on a sheep, beef and dairy farm in Clinton, South Otago. Her long term goal is to own a farm in New Zealand.

# Certificate in Agriculture

## Qualification

- Telford Certificate in Agriculture (Level 3)

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### Unit Standards towards

- National Certificate in Agriculture (Introductory Skills) (Level 2)
- National Certificate in Agriculture (Animal Health and Husbandry) (Level 3) with strands in Cattle Farming and Sheep Farming
- National Certificate in Dairy Farming (Animal Health and Husbandry) (Level 3)
- National Certificate in Agriculture (Stockmanship) (Level 3)
- National Certificate in Agriculture (Animal Feeding and Pastures) (Level 3)

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### Concurrent Telford Qualifications (Optional - Telford Campus)

- Certificate in Farm Management (Level 3)
- Telford Certificate in Shearing and Wool Handling (Introductory)

## Duration

One academic year (37-weeks), starting in February

Mid-year option available starting in July (Telford Campus).

## Entry requirements

Applicants must:

- Be aged 16 years or over
- Have completed at least three years at secondary school, and achieved the National Certificate of Educational Achievement (Level 1), or equivalent
- Be confident they can succeed at Level 3 and have the physical ability to manage the work without putting themselves or others at risk
- Have adequate literacy and numeracy skills.

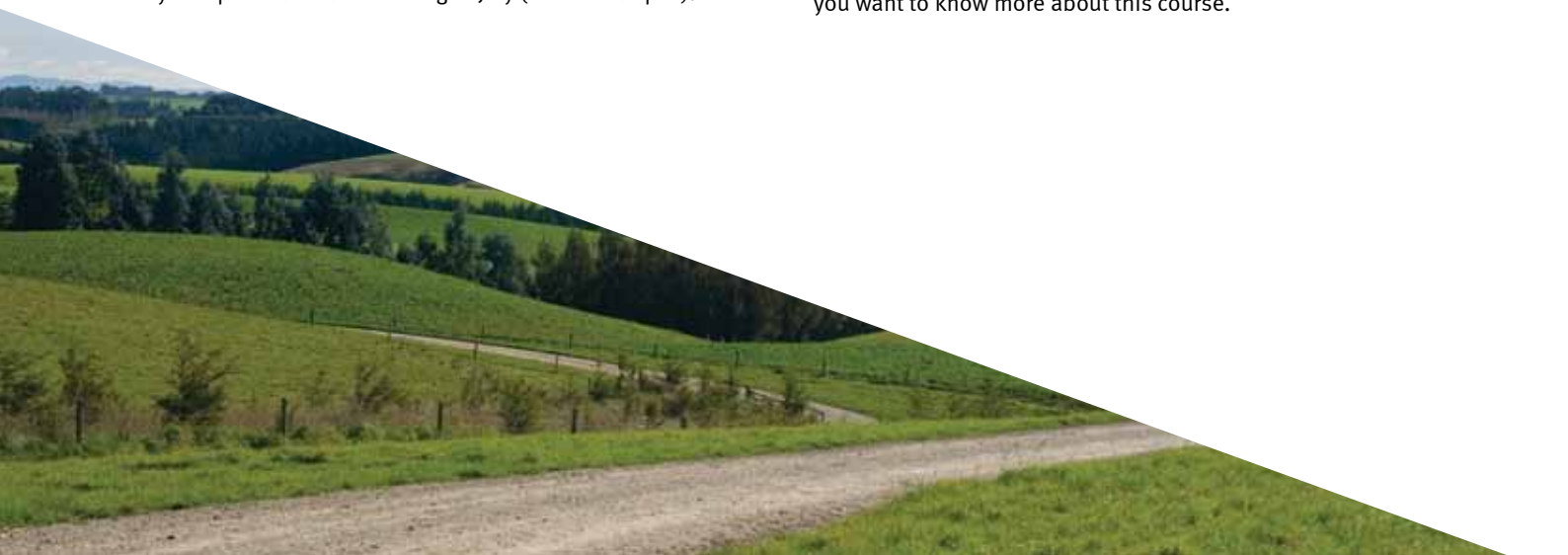
Note: International students require TOEFL of 500, plus TWE 4.5, or IELTS of 5.5.

## Other

Opportunities to gain your First Aid Certificate, as well as your Heavy Traffic and Firearms Licences, are available through third party providers.

## Second year option

You can return for a second year to study the Telford Diploma in Rural Business (Level 5) if you have successfully completed the Telford Certificate in Agriculture (Level 3). Please contact us if you want to know more about this course.





## Programme content

Studying agriculture at Telford gives you the opportunity to learn a variety of farming skills that will serve you well in your career as a farmer. These include livestock handling, shearing, welding, fencing, quad bike and tractor driving, pasture management, weed and pest management and animal reproduction, to name a few. This programme places significant emphasis on developing practical skills, with at least 65% of course content involving hands-on learning. Field trips are always an enjoyable part of the year and add another valuable dimension to the course.

Throughout the year you will also study sheep, beef, dairy and deer farming systems.

During regular work experience at Telford, you will either work on one of our farm units or on other farms in the Otago/Southland regions. Many students are offered employment through their work experience.

Telford has 30 dog kennels, so you may have an opportunity to bring a heading dog in the second semester.

## Career opportunities

As a graduate of the Telford Certificate in Agriculture (Level 3), you will be able to confidently undertake a variety of agriculture-related tasks, using your knowledge of agricultural practices and animal husbandry. Shepherds, contractors, farm assistants, shearers, stock agents, wool handlers, sharemilkers, and relief milkers are just a few of the positions in which our graduates are employed.

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).

“I especially enjoyed the practical, hands-on experience that gave me a head start on the real life of the industry”

Angela Nicholson - Telford Certificate in Equine (Level 4) and Telford Certificate in Agriculture (Level 3)

# Certificate in Applied Rural Production

## Qualification

- Telford Certificate in Applied Rural Production (Level 4) (with credits achieved on the National Qualifications framework)

## Duration

17 academic weeks, starting in Mid-February.

## Entry requirements

Applicants must:

- Be aged 16 years or over
- Have a Telford Certificate in Agriculture (Level 3) or equivalent
- Have a passion for the industry
- Be proficient in English.

Note: International students require TOEFL of 500, plus TWE 4.5 or IELTS of 5.5.

Applicants will be selected at the discretion of Telford's Programme Coordinator.

## Programme content

The focus is on achieving maximum production from livestock and an introduction to physical resource management.

### Resources 1

- Physical property resources

### Practicum 1

- Fencing
- Livestock handling
- Tractors
- Pastures

### Production 1

- Livestock health
- Breeding
- Feeding
- Production performance

### Professional Skills 1

- Business planning
- Current sector issues
- Financial skills
- Research and report writing
- Oral presentation
- Computer skills





“I really enjoyed the diverse practical skills that kept my job options open in any aspect of the industry. I can work on high country stations shepherding, or manage a dairy farm”

Stephanie MacFarlane - Telford Certificate in Agriculture and Telford Diploma in Rural Business

## Career opportunities

The Certificate in Applied Rural Production (Level 4) prepares you for on-farm employment as a stepping-stone towards junior management roles.

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).

# Diploma in Rural Business

## Qualification

- Telford Diploma in Rural Business (Level 5)

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### Unit standards towards

- National Certificate in Agribusiness Management (Agribusiness Resource Management)
- National Certificate in Agribusiness Management (Business Planning and Financial Management)
- National Diploma in Agribusiness Management

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## Duration

One academic year (37-weeks), starting in mid-February, and ending in November.

## Entry requirements

Applicants must:

- Be aged 16 years or older
- Have a Level 3 qualification in rural studies
- Have a basic knowledge of livestock, pastures and soils
- Have practical skills gained in an appropriate context (e.g. with livestock)
- Be confident of success at Level 5
- Have good study habits and sound literacy and numeracy skills.

Note: International students require TOEFL of 500, plus TWE 4.5, or IELTS of 5.5.

The diploma is divided into two semesters of full-time study.

## Programme content

The Telford Diploma in Rural Business (Level 5) is designed to provide a smooth transition from the hands-on Level 2 and 3 certificates to the Level 5 diploma programme, which is predominately theory-based. You will work on a farm (sheep, dairy, beef and deer) where your production and performance knowledge forms the basis for the business plans and farm reports you will be required to produce.

Students who exit after successfully completing the first semester will be eligible for the award of the Telford Certificate in Applied Rural Production (Level 4).





“The Diploma programme at Telford has a very supportive learning atmosphere, with relevant assignment topics and we’ve gained an in-depth knowledge of farm management procedures and understanding of business skills.”

Peter Lobb, Telford Diploma in Rural Business Agriculture

## Career opportunities

The Telford Diploma in Rural Business gives you the knowledge and practical skills needed for managing an agribusiness. Graduates of the course are often employed in junior farm management roles.

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).

# Certificate in Forestry

## Qualification

- Telford Introduction to Forestry Certificate (Level 2)
- Telford Certificate in Forestry (Level 3)

## Duration

One academic year (37-weeks), starting in February.

## Entry requirements

Applicants must:

- Be aged 16 years or over
- Have the academic and physical capability to successfully complete the course
- Be proficient in English.

Note: International students require TOEFL of 500, plus TWE 4.5 or a IELTS of 5.5.

## Programme content

Telford's forestry programme has a strong practical focus and is designed to give you a broad understanding of the industry. You will develop a thorough understanding of silviculture, harvesting, chainsaw operation and maintenance, forest planting, pruning and thinning, health and safety, environmental issues and much more. You can expect to spend the majority of your time away from the Telford campus, working with the tutor and trainers in local forests, and with forestry crews throughout Otago.

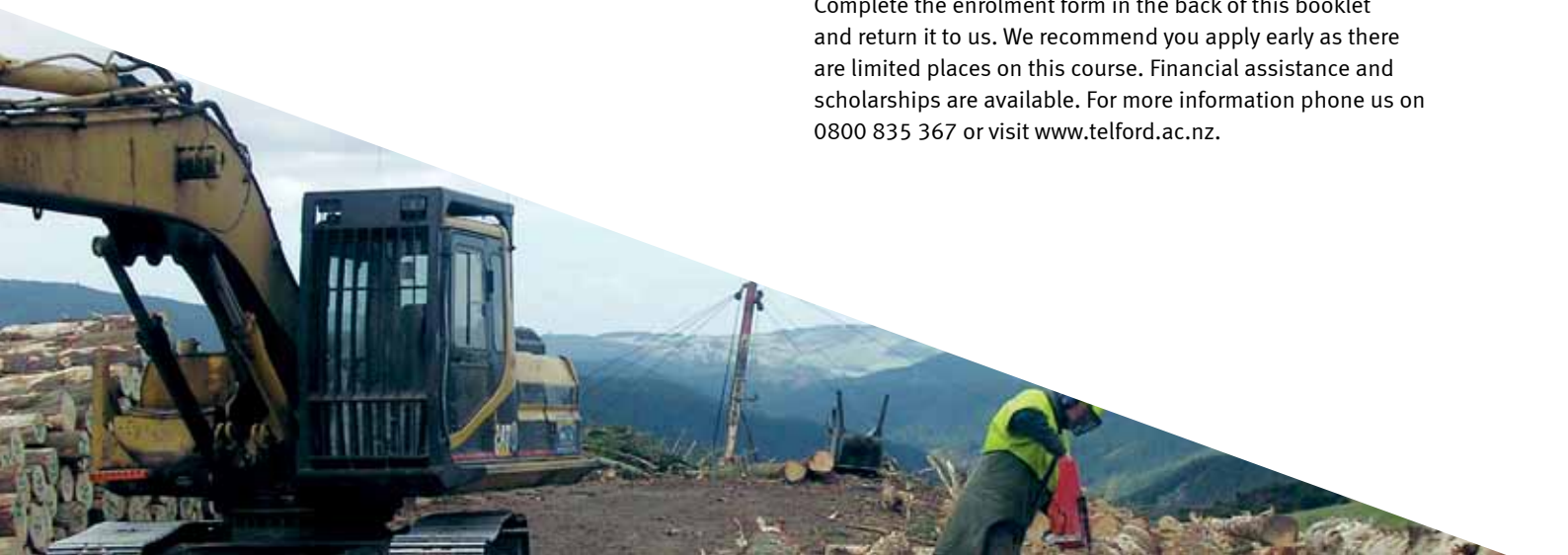
This course is ideal if you want to gain hands-on experience while learning the finer points of safe, effective forestry management. As part of the course, you will also complete seven-weeks work experience with a logging or silviculture crew.

## Career opportunities

This programme has a 99% employment success rate. After you graduate, you will be able to work in silviculture or harvesting crews (i.e. Tree Feller, Log Maker and Pruner/Planter). In previous years, graduates have won a number of awards, including the Forestry Harvesting Apprentice of the Year.

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).





“It gets your foot in the door, teaches you all the health and safety aspects, and understanding the work environment, and gets you fit to be able to handle a day out working in the forest”

Andrew Murray - Telford Certificate in Forestry (Level 3)

# Certificate in Apiculture

## Qualification

- Telford Certificate in Apiculture

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### Unit standards towards

- National Certificate in Apiculture (Level 2)
  - National Certificate in Apiculture (Level 3)
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## Duration

One academic year (37-weeks) starting in February.

## Entry requirements

Applicants must:

- Be aged 16 years or over
- Have the academic and physical capability to successfully complete the course
- Be proficient in English.

Note: International students require TOEFL of 500, plus TWE 4.5 or a IELTS of 5.5.

## Location

Kaitaia, Northland. In partnership with Te Runanga o Te Rarawa School of Honey Gatherers.

## Programme content

Telford is the national training provider for Apiculture. Our emphasis is on theoretical and practical learning, which is why part of the course involves work experience with commercial beekeepers.

During the course you will learn about hive management and manipulation, disease identification, queen bee rearing, bee behaviour, pollination, colony behaviour and extracting honey.

You will also have the opportunity to learn basic farming skills, including mechanics, computing and fencing, as well as the commercial aspects of the industry such as marketing and administration.

This programme includes:

- Hive management
- Hive construction and maintenance
- Entomology
- Bee behaviour
- Apiculture industry
- Honey production
- Business administration and marketing
- Botany and pollination
- Bee breeding and rearing
- Bee diseases.





“Loved the practical aspect of the course which drove home the theory.”

Vanessa Panther - Telford Certificate in Apiculture

## Career opportunities

Graduates become directly involved in operating, owning or managing small to large scale Apiculture operations in New Zealand and overseas.

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early, as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).

# Certificate in Equine

## Qualification\*

- Telford Certificate in Equine (Introductory) (Level 2)

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## Unit Standards towards

- National Certificate in Equine (Introductory Stable Skills) (Level 2)
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## Duration

One Semester – 17-weeks.

## Entry requirements

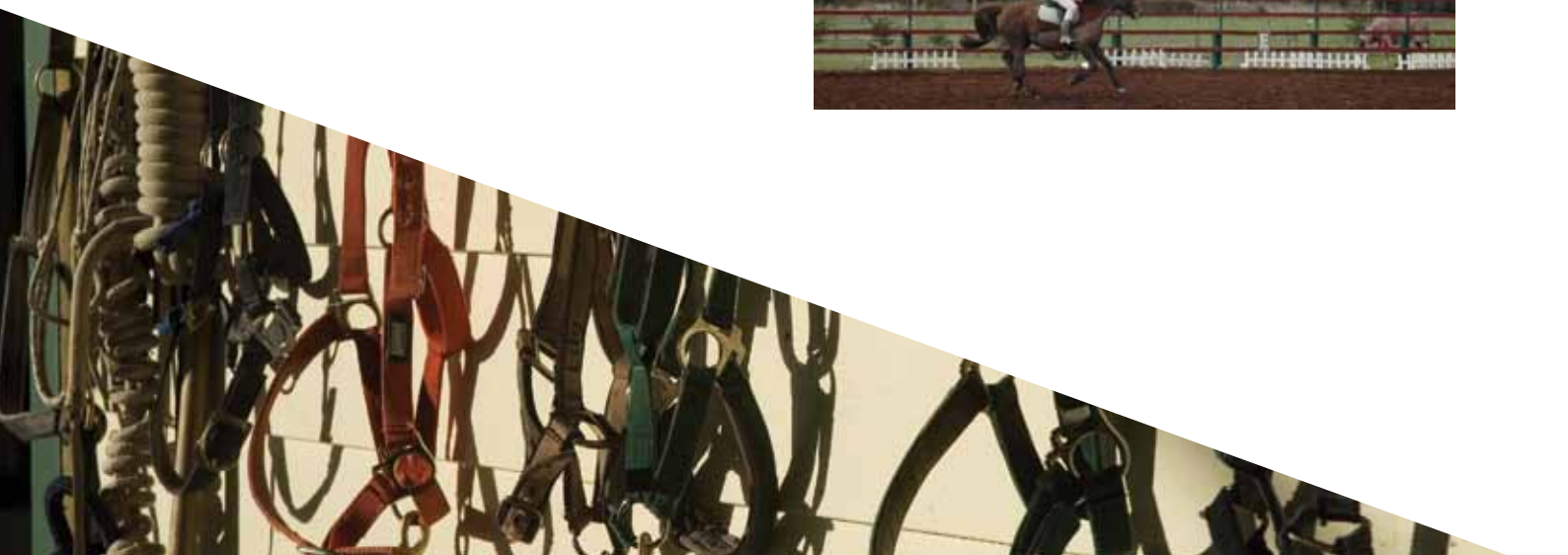
- The applicants must have completed at least 3 years at secondary school and achieved NCEA Level 1 or equivalent.
- They must be 16 years or over.
- There must be reasonable likelihood of success at Level 3 including the physical ability to manage the work without putting self and/or others at risk, and an adequate level of literacy and numeracy skills.
- In addition international students require an overall IELTS score of at least 5.5 or a TOEFL of 500, plus TWE 4.5.

## Programme content

- Equine foundation skills
- Equine health
- Stable practice and paddock care
- Exercising horse and rider

The qualification is designed for individuals who wish to gain employment in the equine industry at a basic entry level under close supervision or progress on to higher levels of equine training.

\*Course subject to approval.



## Qualification

- Telford Certificate in Equine (Level 3)

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### Unit Standards towards

- National Certificate in Equine at Levels 2, 3 and 4
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## Duration

One Semester - 17-weeks.

## Entry requirements

- Applicants choosing the riding option must have completed all components of the Telford Certificate in Equine (Introductory) (Level 2) or equivalent.
- Those applicants choosing the non-riding option, must have completed all non-riding components of the Telford Certificate in Equine (Introductory) (Level 2) or equivalent.
- All students must be 16 years or over on the date the programme of study commences – unless an exemption from school has been given.
- There must be a reasonable likelihood of success at level three, including the physical ability to manage the work without putting self and/or others at risk.
- In addition, international students require an overall IELTS score of at least 5.5 or a TOEFL of 500, plus TWE 4.5.

## Programme content

Equine Health 2	Nutrition and feeding, anatomy/physiology, keeping equine records, preventative measures for health maintenance, treating ill health, faecal egg counts, safe working practices, work skills
Equine Industries	Harness racing, track riding, breeding – reproduction, trekking (riders only), equine careers/history, work skills, sporthorse riders – school movements, jumping up to 70 cm. All – gearing up, lunging, long reining, handling weanlings, build simple course
Equine Land Skills 1	Tractors, quad bikes, hand tools – carpentry, fencing – post/rail, hand tools, water reticulation, plants/weeds/grasses, pasture management, soils, fertilisers, agrichemicals, work skills
Stable Practices	Stable management, stable design, care of stabled horses, conformation and action, identification of horses, transport, show presentation/clipping, introduction to farriery, work skills

The qualification is designed for individuals who wish to gain employment in the equine industry. On completion of this programme, graduates enter the equine industry in a number of different areas such as racing stables, sport horse stables, and horse breeding farms.

NB: Those students who enter the Telford Certificate in Equine (Level 3) in the non-riding option can exit the programme having gained the required skills for entry into stable practice employment. Those students wishing to continue with non-riding options, may enter the Telford Certificate in Equine, (Level 4) and elect either the breeding or harness racing strands only.

# Certificate in Equine

## Qualification\*

- Telford Certificate in Equine (Level 4)

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### Unit Standards towards

- National Certificate in Equine at Levels 3 and 4
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## Duration

One Semester - 17-weeks.

## Entry requirements

- Telford Certificate in Equine (Level 3) or equivalent.
- Those choosing the Sporthorse Industry Strand must have the ability to jump 70 cm (both show jumps and cross country fences) upon course entry.
- Those choosing the Track Riding Industry Strand must have the ability to jump 50-60 cm (cross country fences) upon course exit.
- In addition, international students require an overall IELTS score of at least 5.5 or a TOEFL of 500, plus TWE 4.5.

## Programme content

All students:

- Equine Health 3
- Equine Nutrition
- Land Skills 2
- Industry Strand:  
Students choose one strand
  - Sporthorse (either riders or coaches)
  - Track riding
  - Harness Racing
  - Breeding

The qualification is designed for individuals who wish to gain employment in the equine industry. On completion of this programme, graduates enter the equine industry in a number of different areas such as racing stables, sporthorse stables, track riding, harness racing, and horse breeding farms. They will be able to work with minimum supervision through a range of activities.

**\*Course subject to approval.**



## Career opportunities

Our Equine programme will give you a solid grounding in all aspects of horsemanship. On successful completion of this programme, you will graduate with the level of competence required in the competitive equine industry. Graduates typically go on to pursue their interests in various areas including sport horse stables, horse breeding, riding schools, running their own equine business or working towards stable management.

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).

“Telford was the best year ever, I had a fantastic time and obtained valuable skills which I have been applying along my journey up the career ladder.”

Nyssa Carter - Telford Certificate in Advanced Equine



# Certificate in Practical Horticulture

## Qualification

- Telford Certificate in Practical Horticulture (fully embeds the National Certificates in Horticulture Introductory Level 2)

## Duration

Two days for 37-weeks (part-time).

## Entry requirements

Applicants must:

- Be aged 16 years or over
- Have an interest in horticulture
- Be physically capable and enjoy the outdoor environment
- Be proficient in English.

Note: International students require TOEFL of 500, plus TWE 4.5 or a IELTS of 5.5.

## Programme content

The Certificate in Practical Horticulture (Level 2) will equip you with basic knowledge and skills for use in the horticulture industry. Although the majority of your time is spent outside the classroom, a full understanding of horticultural theory, safety, and issues affecting the industry is required. Telford classes are small, with an emphasis on hands-on training.

In addition, this certificate fully embeds the National Certificate in Horticulture (Introductory) (Level 2).

Areas of study include:

- Plant identification
- Plant names
- Pests, diseases, disorders, and their control
- Weeds and how to control them
- Safe use of agrichemicals
- Plants: their life cycles and how they function
- Soils and fertilisers
- Plant propagation (seeds, cuttings, division, grafting)
- Basic gardening techniques
- Planting and maintaining annuals, perennials, and shrubs
- Preparing and using potting mix
- Maintaining plants in a glasshouse.

## Career opportunities

A Certificate in Practical Horticulture will prepare you for a range of entry level positions including Gardener, Nursery Grower/Worker or Landscape Assistant.





“This course has given me the skills and knowledge to turn a love of gardening into a career”

Leanne Burgess - Telford Certificate in Practical Horticulture

## How to apply

Complete the enrolment form in the back of this booklet and return it to us. We recommend you apply early as there are limited places on this course. Financial assistance and scholarships are available. For more information phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz).

# Off-Campus Courses

## FarmSafe

Rural Health and Safety  
Agriculture - General Skills  
Agriculture - Introductory Skills

### Contact

Farmsafe  
Private Bag 10002  
Fielding 4740  
Ph: 0800 545 747  
Email: [christine@farmsafe.co.nz](mailto:christine@farmsafe.co.nz)  
[www.farmsafe.co.nz](http://www.farmsafe.co.nz)

## Horttraining New Zealand

Arboriculture Levels 3, 4, 5

### Contact

Horttraining New Zealand Ltd  
PO Box 8050,  
Dunedin 9041  
New Zealand  
Ph: 03 456 3506  
[www.horttraining.ac.nz](http://www.horttraining.ac.nz)

## Agriculture New Zealand

Organic Horticulture  
Introductory Horticulture  
Agriculture - Introductory Skills  
Agriculture - General Skills  
Agriculture Level 2

### Contact:

Agriculture New Zealand  
18 Manchester Street  
Private Bag 10-002  
Fielding  
Ph: 0800 4 SKILLS  
Email: [agnztraining@pggwrightson.co.nz](mailto:agnztraining@pggwrightson.co.nz)  
[www.pggwrightson.co.nz](http://www.pggwrightson.co.nz)



## Tectra

Shearing and Woolhandling  
Wool Harvesting Level 2  
Agriculture - Introductory Skills

### Contact

Tectra  
PO Box 7327  
Sydenham  
Christchurch 8240  
Ph: 0800 496 657  
[www.tectra.co.nz](http://www.tectra.co.nz)

## Biological Husbandry Unit

Organic Horticulture

### Contact

Biological Husbandry Unit  
Ph: 03 325 3684  
Email: [college@bhu.co.nz](mailto:college@bhu.co.nz)  
[www.bhu.co.nz](http://www.bhu.co.nz)

## National Trade Academy (NTA)

Equine Studies  
Agriculture Level 3

### Contact

National Trade Academy  
890 McLeans Island Road  
McLeans Island  
Christchurch  
Ph: 03 360 2192  
Email: [marketing@nta.co.nz](mailto:marketing@nta.co.nz)  
[www.nta.co.nz](http://www.nta.co.nz)

# Correspondence Courses

Telford offers a wide range of part-time, low-cost, distance learning programmes. Throughout your course, you will have regular contact (including toll-free call assistance) with our qualified tutors, and access to the student library.

## Agribusiness Management

- Agribusiness Management Knowledge (Level 5, Level 6)

## Agriculture

- Agriculture Knowledge (Level 2, Level 3, Level 4)
- Camelid Knowledge (Level 3)
- Dairy Knowledge (Level 2, Level 4)
- Deer Knowledge (Level 3, Level 4)
- Feed Management Knowledge (Level 4)
- Sheep Milking Animal Knowledge (Level 3)
- Sheep Milking Industry Knowledge (Level 3)
- Sheep Knowledge (Level 3)
- Working Dogs Knowledge (Level 3)

## Beekeeping

- Apiculture Knowledge (Level 3)

## Equine

- Equine Knowledge (Level 1, Level 3, Level 5)
- Equestrian Knowledge (Level 3)
- Farriery Knowledge (Level 3)

## Forestry

- Forestry Knowledge – Nursery Production
- Forestry Knowledge – Silviculture

## Horticulture

- Horticulture Knowledge (Level 2)
- Organic Horticulture Knowledge (Level 3)

## Small Farming

- Small Farming 1 - Getting Started
- Small Farming 2 - Livestock
- Small Farming 3 - Flora
- Small Farming 4 - Structures and Equipment
- Small Farming 5 - Enterprise



## Entry requirements

Applicants must:

- Be aged 16 years or over
- Have a current student visa (if you are an international student).

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

- TOEFL (Test of English as a Foreign Language) – you must achieve a minimum score of 500, plus a TWE of 4.5
- IELTS (International English Language Testing System) – you must achieve an overall band score of 5.5.

## How to apply

For more information, phone us on 0800 835 367 or visit [www.telford.ac.nz](http://www.telford.ac.nz) or and ask for a correspondence booklet to be mailed to you.



# Visitors are always welcome

## Campus tours

These are conducted all year round. Please contact us to arrange a tour.

## Telford Taster Week

Year 11, 12 and 13 students, who are considering full-time study, have an opportunity to experience life at Telford during our Taster Week, held during the school holidays. If you would like to attend, download an application form from our website, or contact us on 0800 835 367 for more information.



## Further information

Student handbooks and course guide books are available to successful candidates.

## Contact details

**Telford – a Division of Lincoln University**

Freephone: 0800 835 367 (0800 TELFORD)



# Enrolment

Please read the following instructions carefully before you complete this application form.

## Instructions

The purpose of this enrolment form is to make sure you provide all the information we need to enrol you in your chosen course at Telford. We also need to collect information from you that is required by the Ministry of Education and other Government agencies for statistical and registration purposes.

## Please fill in the form by:

- Completing all sections of the form
- Printing your answers clearly in pen, or ticking the box that applies for multi-choice questions
- Signing the form
- Attaching any additional documentation that is required for Ministry of Education funding purposes. A description of the required documentation is provided in section E18 of the form.

## Fees and scholarships

For details, please contact us and ask for a copy of our Fees and Scholarship Booklet to be sent to you.

## Steps to enrol in a full-time course

- Send us your enrolment form, along with any additional information required
- On receipt of your form, we will acknowledge your application in writing
- We then select applicants (note: you may be asked to supply more information)
- We contact you to let you know if you have been successful. If your application is successful, we process your enrolment and send you confirmation
- We send you an invoice for your fees, which must be paid no later than two weeks before the start of your course.

## Contact details

### Telford – a Division of Lincoln University

498 Owaka Highway,  
Balclutha, South Otago

### Postal address:

PO Box 6

Balclutha, 9240

New Zealand

Ph: 64 3 419 0300

Fax: 64 3 418 3584

Email: [enquiry@telford.ac.nz](mailto:enquiry@telford.ac.nz)

[www.telford.ac.nz](http://www.telford.ac.nz)

Freephone: 0800 835 367 (0800 TELFORD)

# Frequently asked questions

## Can I bring my own car to Telford?

Yes, provided you have a valid driver's licence, current registration and warrant of fitness, plus up-to-date insurance. Please indicate your intention to bring a car on the halls of residence application form.

## I enjoy hunting. Can I bring firearms to Telford?

Yes, but you will need a current firearms licence. Firearms will be securely stored and issued for student use. Please indicate your intention to bring a firearm on the halls of residence application form.

## Can I bring a dog to train during the year?

Yes, but you should not bring a dog at the start of the course. You should make enquiries to the Farm Director shortly after your course begins. Due to the limited number of kennels available, they are allocated on the basis of commitment to study. When training begins in term 2, it is recommended pups are between 3 – 12 months old.

## I am enrolling in the Equine programme. Can I bring my own horse?

Yes, you can bring your own horse, or lease one during the year. Please contact the Equine Tutor to determine the suitability of your horse. Travel costs incurred in bringing a horse to Telford are your responsibility.

## Where will I live?

Telford provides on-campus accommodation in our halls of residence. There are three room options available – single or double (with your choice of ensuite or shared bathroom). All rooms and living areas are cleaned by our cleaners. Meals are prepared, cooked and supplied by our on-campus caterers.

A halls of residence application is included in this booklet. We recommend that you apply early to ensure a place.

## Are there recreation areas?

Telford offers a full-sized gymnasium (with marked courts, pool table and weight training room), sports field and tennis court. Telford is ideally situated close to rivers and the coastline for fishing, as well as mountains and bush for skiing, hunting and tramping. South Otago also offers excellent opportunities to join local sports teams.

## Can someone pick me up at the airport?

Yes, Telford offers a free pick-up service to and from Dunedin Airport, and Balclutha bus terminals, at the beginning and end of each term.

## Can I visit Telford to see what it's like?

Yes, please phone us on 0800 835 367 to arrange a suitable date and time.

## Disclaimer

The information contained in this booklet is accurate at time of printing. It is intended for guidance purposes only, and does not confer a contractual obligation on the Council, Management or any Department of Telford.

Telford – a Division of Lincoln University reserves the right to offer, withdraw or substitute any course or part of a course, make alterations to the structure, content, assessment or moderation processes, and implement any other such changes to a course or element of a course as it may be desirable or necessary, without prior notice. An application to study at Telford does not automatically constitute entry into any given course.

# Enrolment Form



**Telford**  
Te Whare Wānaka o Puerua  
A Division of Lincoln University

Welcome to Telford - a Division of Lincoln University.

Please read the instructions below carefully before you complete this application form.

Form to be returned to Telford a Division of Lincoln University, PO Box 6, Balclutha, 9240.

## For office use only

<b>Enrolment Accepted:</b> Date: _____ Course Controller _____	<b>Enrolment Validated:</b> Date: _____ Registrar _____ _____	<b>Student I.D.</b> _____	<b>Efts Value:</b> _____
---	--	------------------------------	-----------------------------

Birth certificate sighted: Yes  No

## Instructions

The purpose of this enrolment form is to collect the information we need to enrol you in a qualification at Telford. We also need to collect information that is required by the Ministry of Education and other Government agencies for statistical and registration purposes. Please fill in the form properly by:

- Completing all sections of the form
- Printing your answers clearly in pen, or ticking the box that applies for multi-choice questions
- Signing the form
- Attaching any additional documentation that is required for Ministry of Education funding purposes. A description of the required documentation is provided on page 4 of the form.

## A: Qualification

<b>1</b>	<b>Course of study:</b>	<b>Level:</b>
<b>Planned start date:</b>		

## B: Personal Details

**2** Family name:  Given name(s):

**3** Preferred first name:

**4** If you have previously enrolled at this institution under another name, what was that name?

**5** Preferred title: Ms  Miss  Mrs  Mr  Other (specify):

**6** Date of birth:            
day month year

**7** Male  Female

**7** IRD number:  -  -

**8** If you are registered with NZQA and have an NZQA Record of Learning Number, please write it here:  
 -  -

## 10 Citizenship and Residency:

Tick the box that best describes your citizenship or permanent residency status.

New Zealand Citizen  Australian Citizen  New Zealand Permanent Resident

Please specify citizenship if "NZ Permanent Resident":

Other  Please specify:

(For students with dual citizenship, specify the country of citizenship stated in the passport used to enter New Zealand.)

If you ticked "Other", please also specify your fee/assistance status.

MFAT Scholarship (incl. Aotearoa, short-term training, and post-graduate)  01

Full Fee Paying Foreign Student  03

Exchange Student  04

Military Personnel, Diplomatic Staff or Family, or Persons Associated with Operation Deep Freeze  08

During your enrolment in this qualification, will you be resident in New Zealand or overseas? In New Zealand  Overseas

## 11 Ethnicity:

What ethnic group(s) do you belong to?

You may tick up to three boxes which apply to you.

NZ European/Pakeha <input type="checkbox"/> 111	Other Pacific Peoples <input type="checkbox"/> 371	Australian <input type="checkbox"/> 111	Sri Lankan <input type="checkbox"/> 441
New Zealand Māori <input type="checkbox"/> 211	British/Irish <input type="checkbox"/> 121	Other European <input type="checkbox"/> 129	Japanese <input type="checkbox"/> 442
Samoa <input type="checkbox"/> 311	Dutch <input type="checkbox"/> 122	Filipino <input type="checkbox"/> 411	Korean <input type="checkbox"/> 443
Cook Island Māori <input type="checkbox"/> 321	Greek <input type="checkbox"/> 123	Cambodian <input type="checkbox"/> 412	Other Asian <input type="checkbox"/> 444
Tongan <input type="checkbox"/> 341	Polish <input type="checkbox"/> 124	Vietnamese <input type="checkbox"/> 413	Middle Eastern <input type="checkbox"/> 511
Niue <input type="checkbox"/> 341	South Slav <input type="checkbox"/> 125	Other Southeast Asian <input type="checkbox"/> 414	Latin American <input type="checkbox"/> 521
Tokelau <input type="checkbox"/> 111	Italian <input type="checkbox"/> 126	Chinese <input type="checkbox"/> 421	African <input type="checkbox"/> 531
Fijian <input type="checkbox"/> 361	German <input type="checkbox"/> 127	Indian <input type="checkbox"/> 431	Other <input type="checkbox"/> 611
Not Stated <input type="checkbox"/> 999			

Please specify if "Other Pacific Peoples", "Other Asian" or "Other".

## 12 Iwi:

If you identified as New Zealand Māori in question 11, with which Iwi do you identify? You may enter more than one Iwi. If you don't know the name of your Iwi, please enter "Don't Know".

Iwi:

Iwi:

Rohe (Iwi home area):

Rohe (Iwi home area):

Iwi:

Iwi:

Rohe (Iwi home area):

Rohe (Iwi home area):

## 13 Prior activity:

What was your MAIN activity or occupation in New Zealand at 1 October last year? You may tick only one box.

Secondary school student  01 Non-employed or beneficiary (excluding retired)  02

Wage or salary worker  03 Self-employed  04

University student  05 Polytechnic student  06

Overseas (irrespective of occupation)  09 House-person or retired  08

Wananga student  12 Private training establishment student  11

#### 14 Disability:

Do you have any significant injury, long term medical condition, or disability? The information you supply is confidential.

Yes  No

If yes, please describe your injury, long-term medical condition or disability:

### C: Academic Information

#### 15 Secondary School:

What was the name of the last secondary school you attended? State "overseas", if applicable.

What was your last year at secondary school?

What is the highest level of achievement you hold from a secondary school? Your highest achievement may be a "traditional" award such as School Certificate, or you may have achieved a number of credits or a National Certificate at a certain level on the National Qualifications Framework. Your NZQA Record of Learning shows you how many credits you have. Tick only one box.

- |                                      |                             |  |                             |
|--------------------------------------|-----------------------------|--|-----------------------------|
| No formal secondary qualifications   | <input type="checkbox"/> 00 | University Entrance  | <input type="checkbox"/> 14 |
| 14 or more credits at any level      | <input type="checkbox"/> 11 | NCEA Level 3 or Bursary or Scholarship                         | <input type="checkbox"/> 15 |
| NCEA Level 1 or School Certificate   | <input type="checkbox"/> 12 | Overseas qualification (includes International Baccalaureate & |                             |
| NCEA Level 2 or 6th Form Certificate | <input type="checkbox"/> 13 | Cambridge Exams)   | <input type="checkbox"/> 09 |
| Not known                            | <input type="checkbox"/> 99 | Other  | <input type="checkbox"/> 98 |

Please specify if "Overseas qualification" or "Other".

#### 16 Tertiary Study:

Will this be the first year you have ever enrolled in a University, Polytechnic, College of Education, Private Training Establishment, or Wananga either in New Zealand or overseas since leaving school? Do not include enrolments in STAR, community or hobby classes.

No  Yes

If you answered "No", please enter the name of the organisation that you studied at, and the year of your first enrolment:

Organisation Name:

Year:

What year do you expect to complete the academic requirements of your course/s in order to graduate with your qualification?

Year:

### D: IRD number collection for student loan interest write-off

#### 17 Do you currently have or will you have a Student Loan this year?

No  – please go to Question 18

Yes  – please insert your IRD number (see notes for more information on interest write-off)

Interest Free Student Loans and other Interest Write-offs

On 1 April 2006, legislation was introduced to make student loans interest free for borrowers living in New Zealand.

Completing your IRD is voluntary. This is requested so the Ministry of Education can share information with IRD regarding Student enrolments. If you choose to provide your IRD number on the enrolment form, it will be included with your enrolment details and given to the Ministry of Education.

For more information on interest free student loans, visit [www.ird.govt.nz/studentloans](http://www.ird.govt.nz/studentloans).

## E: Documentation

18 To qualify as a domestic student, and be entitled to the Government tuition subsidy, you must be a citizen of New Zealand (including students from the Cook Islands, Tokelau, or Niue who have New Zealand citizenship) OR a permanent resident of New Zealand OR a citizen or permanent resident of Australia residing in New Zealand. You must provide evidence of citizenship or permanent residency by providing ONE of the following:

- Birth certificate with place of birth stated as New Zealand, Cook Islands, Tokelau, or Niue
- New Zealand passport
- A statement of Whakapapa, including date of birth, countersigned by a kaumatua
- Certificate of citizenship or letter of confirmation
- Overseas passport with residency stamp.

Please provide a certified copy. This means a photocopy of your original document, signed as being a true and accurate copy by a Justice of the Peace (JP) or a solicitor. You can find a list of Justices of the Peace in the yellow pages of the telephone book.

International students must bring their passport with them when they enrol.

Please note that your name, date of birth and residency as entered on this enrolment will be included in the National Student Index, and will be used in an Authorised Information Matching programme with the New Zealand Birth Register. For further information please see: [www.nsi.govt.nz/ima](http://www.nsi.govt.nz/ima)

PLEASE LIST HERE ALL THE DOCUMENTS THAT YOU HAVE ATTACHED TO THIS ENROLMENT FORM. DOCUMENTS SHOULD BE SECURELY STAPLED TO THE BACK OF THE FORM


## F: How did you first find out about Telford - a Division of Lincoln University?

19 (Please tick all applicable boxes)

Brochure/Prospectus/Video	<input type="checkbox"/>	Careers Adviser	<input type="checkbox"/>	School Teacher	<input type="checkbox"/>	Careers Expo	<input type="checkbox"/>
Family/Friend	<input type="checkbox"/>	Employer	<input type="checkbox"/>	STAR Course	<input type="checkbox"/>	Open Day	<input type="checkbox"/>
Magazine Advert	<input type="checkbox"/>	Newspaper Advert	<input type="checkbox"/>	Radio Advert	<input type="checkbox"/>	Visit by Student Recruitment Officer	<input type="checkbox"/>
Telford Website	<input type="checkbox"/>	Careers NZ	<input type="checkbox"/>	Previous Student	<input type="checkbox"/>	Television Cover	<input type="checkbox"/>

## G: Contact Details

20 Address and contact details:

Home Address:

	Postcode:	

Term Address:

	Postcode:	

Phone: ( )

Mobile:

Fax: ( )

Email:

## Student Declaration

Privacy – Telford – a Division of Lincoln University collects and stores information from this form to comply with the requirements of the Ministry of Education (student statistical returns), New Zealand Qualifications Authority (Record of Learning registration and Unit Standard outcomes), Tertiary Education Commission (funding returns), Industry Training Organisations (funding and academic outcomes), Ministry of Social Development (confirmation of enrolment and academic outcomes), Inland Revenue Department (student loan interest rebate). Department of Immigration (if you are not a New Zealand citizen or permanent resident) and Agencies who support particular students through scholarships and prizes, payment of fees or other awards (if you are a recipient of one of these awards). The information is also used to select students for qualifications, to manage internal administrative processes, and for internal reporting. Information about students may be supplied to, and sought from, other educational institutions for the purpose of verifying academic records.

In addition, when required by statute, Telford – a Division of Lincoln University releases information to Government agencies such as the New Zealand Police, Department of Justice, Ministry of Social Development, and the Accident Rehabilitation Compensation Corporation (ACC).

In signing this enrolment form you authorise such disclosure on the understanding that Telford will observe the general conditions governing the release of information, as set out in the Privacy Act 1993 and the Post-compulsory Unique Identifier Code of Practice. You may see any information held about you and amend any errors in that information. To do so, contact the Director Finance and Administration.

NB: The Privacy Act came into force on 1 July 1993 with the stated aim of protecting the privacy of natural persons. It requires the Organisation to collect, hold, handle, use and disclose personal information in accordance with the twelve information privacy principles in the Act. [www.privacy.org.nz/privacyact](http://www.privacy.org.nz/privacyact).

Fees – In signing this enrolment form you undertake to pay all fees as they become due, and to meet any late fees and collection charges associated with debt recovery. Telford's policy on withdrawal and refund of fees is set out in the Students' Handbook.

Rules – In signing this enrolment form you undertake to comply with the published rules and policies of Telford as set out in the Students' Handbook.

**Declaration – I declare that to the best of my knowledge all the information supplied on, and with, this enrolment form is true and complete, I agree to abide by the conditions described above, and I consent to the disclosure of personal information as described above.**

Signature:

Date:

## Additional Information

### Work Experience


### Sports/Interests


### Special Interests


### Reasons for studying at Telford


To complete your enrolment, please check you have included the following

- |  |                          |                                    |                          |
|--|--------------------------|------------------------------------|--------------------------|
| Non-refundable enrolment fee of \$50.00                                      | <input type="checkbox"/> | Medical Statement                  | <input type="checkbox"/> |
| Your last school report  | <input type="checkbox"/> | Character reference                | <input type="checkbox"/> |
| Copy of one of the documents as set out in section E18 of the enrolment form | <input type="checkbox"/> | Equine students - riding reference | <input type="checkbox"/> |

Please arrange with your Principal/Headmistress/Headmaster/Rector to have the 'Principal's Report' completed and returned to Telford - a Division of Lincoln University.

### Parent/Caregiver Declaration

Parent/Caregiver's Name:

Phone:  Mobile:

Home Address:

I undertake to guarantee the payment of all fees and any other accounts as soon as they are rendered, and agree that the applicant will be subject to, and abide by the Policies, Procedures and Regulations of Telford - a Division of Lincoln University.

Signature Parent/Caregiver:

Date:

# Halls of Residence Application

## Office use only

Application received	<input type="text"/>	Acceptance sent	<input type="text"/>
Room allocated	<input type="text"/>	Acceptance Nos	<input type="text"/>

## Instructions

Send completed form to:

FREEPOST 73901, Telford - a Division of Lincoln University, Private Box 6, Balclutha, 9420

## Available Accommodation

7 day student  5 day student

OPTION 1 - Single room with ensuite

OPTION 2 - Single room utilising communal shower and toilet

OPTION 3 - Double room utilising communal shower and toilet

Please Indicate Your Selection

1st Choice

2nd Choice

## The Privacy Act 1993

Applicants are advised that the Halls of Residence Office will use the information provided on this application form in accordance with the Privacy Act 1993, as detailed in the Telford Handbook.

## Section A

Family name:  Given names:

Home Address for reply:

Post code:

Telephone:  Mobile (optional):

Date of Birth:  Female  Male

Course of study applied for

## Section B

Do you have a disability/medical condition/or take regular medication? Yes  No

Do you have a special dietary requirement? Yes  No

Tick the box of the ethnic group which you identify:

Māori  Asian  Other

Pacific Islander  Pakeha/European

If you have a special religious affiliation, please state which (this question is optional):

## Section C

Do you intend to seek authority to bring a motor vehicle to Telford? Yes  No

Do you intend to seek authority to bring a firearm to Telford? Yes  No

If you answered yes to either of these questions, you must complete the relevant authority form or permission will be denied. (Contact Telford Administration for forms).

List any school/community activities you have been involved in:


List your personal interests/cultural activity:


List the sporting activities you are involved/interested in:


List any Halls of Residence/Hostels you have previously lived in (Name and Date):


## Applicant Declaration

For the purposes of the Privacy Act 1993 the Applicant consents to Telford - a Division of Lincoln University Halls of Residence obtaining information from the Applicant. This consent extends to Telford - a Division of Lincoln University Halls of Residence using any information about the Applicant it holds for the purposes of establishing and maintaining the relationship between the Applicant and Telford - a Division of Lincoln University Halls of Residence. The Applicant also agrees that Telford - a Division of Lincoln University Halls of Residence may disclose any information it holds about the Applicant without limitation, to any person or agency, that such disclosure of information shall be confined to that information reasonably required by any such person or agency. The Applicant also agrees to abide by the Rules and Regulations of the Hall of Residence. I hereby give my consent and agreement, and also declare that the information supplied by myself to be true and correct.

Date:  Applicant's Signature:

# Medical Statement

Information provided in this document is only available to Telford Management. Where appropriate and with your consent, information that may relate to your safety and well-being while on field trips will be disclosed to fellow tutors. All information contained in this document will be used in accordance with the Privacy Act 1993. The information contained in this form is not used for eligibility purposes for the course in which you wish to enrol.

## Student Details

Family name:  Given names:   
Next of Kin:  Emergency Contact Number:

## Medical Details

Have you ever suffered from any of the following complaints?

Arthritis	<input type="checkbox"/>	Hay fever	<input type="checkbox"/>	Pneumonia	<input type="checkbox"/>	Ear problems	<input type="checkbox"/>
Asthma	<input type="checkbox"/>	Hypothermia	<input type="checkbox"/>	Acute abdominal problems	<input type="checkbox"/>	Headaches/migraines	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	Hyperthermia	<input type="checkbox"/>	Back/neck/spinal injuries	<input type="checkbox"/>	Heart problems	<input type="checkbox"/>
Epilepsy	<input type="checkbox"/>	Hyperventilation	<input type="checkbox"/>	Bleeding disorders	<input type="checkbox"/>	High blood pressure	<input type="checkbox"/>
Eczema	<input type="checkbox"/>	Head injuries/concussion	<input type="checkbox"/>	Mental disability	<input type="checkbox"/>	Low blood pressure	<input type="checkbox"/>

Other

## Infections

Have you ever been infected with any of the following?

Tinea  Herpes  HIV  Hepatitis   
Meningitis  Other

## Allergic Reaction/s

Do you have Allergic Reaction/s to any of the following

Antibiotics  Elastoplasts  Foods  Penicillin   
Insect bites  Medication  Injections  Other

If you have ticked any of the above, please give details (symptoms, action required):

## Medication

Are you currently on medication? Yes  No

Medicine	Dosage/Frequency	Reason

## Prevention

Is your tetanus vaccination current? Yes  No

Do you suffer from any phobias? Yes  No  If yes, please give details below

## Risk Disclosure

There will always be risks and hazards associated with any activity, especially in an outdoor environment. It is important to understand that safety is a shared responsibility of the organisation and the participants in the programme.

Date:

Student Signature:

Parent / Caregiver Signature:

# Principal's Report

Telford - a Division of Lincoln University would be grateful if you could complete this report, which will be treated in strictest confidence. Please return this form to us as soon as possible. Telford appreciates your co-operation. Thank you.

## Student Details

Confidential Report on:

A Student at:

Years at your college/school:  Level/Form this year:

\* Year 11 Subject Achievements:


\* Year 12 Subject Achievements:


\* Year 13 Subject Achievements:


(\*For achievement please enter marks/grades/results from most recent national or school assessment)

## Extra Curricular Activities

Positions of Responsibility:


Sporting:


Social and Cultural:


Other:










**Phone** +64 3 419 0300

**Email** [enquiry@telford.ac.nz](mailto:enquiry@telford.ac.nz)

**Web** [www.telford.ac.nz](http://www.telford.ac.nz)



**Telford**

*Te Whare Wānaka o Puerua*

A Division of Lincoln University