

INTERNATIONAL DIPLOMA ENROLMENT PROCESS

(DOMESTIC ENROLMENT PROCESS ON REVERSE)

The enrolment process for the Diploma of Commercial Skydiving consists of three stages.

STAGE 1: The Application Process (Documents enclosed)

Complete the enclosed application forms and submit by **post** or **fax** to:

**New Zealand Skydiving School
Attn: Course Facilitator
P O Box 21
Methven 7730
New Zealand
Fax: 03 302 9140**

Please ensure you forward **ALL** the following documents:

- Application Form**
- Equipment Questionnaire**
- NZPO Fit and Proper Person Form**
- Criminal Convictions Form**
- Curriculum Vitae**
- 2 Written References** (including referees full contact details)
- English Language Certificate** (required where English is not your first language, minimum IELTS Level 5.5)

STAGE 2: The Enrolment Process

If your application is accepted and you are eligible to enroll, then a deposit of NZD \$500 will be required to secure your place on the course.

We will also forward further information about:

- Applying for Student Visas/Permits**
- Arranging Medical/Travel Insurance**
- Arranging Accommodation**
- Student Fee Trust Account (Public Trust)**

STAGE 3: The Enrolment Confirmation Process

Full payment of course fees. (New Zealand Immigration require fees to be paid in full in order to process your application for student visa/permit, it is also required for us to confirm your enrolment). Once full payment has been made you will receive **enrolment confirmation** and **first day orientation information**.

- Confirm travel arrangements and advise us of your arrival details**

Enrolment Day

- Complete *Enrolment Form***
- Sign *Contract/Liability Waiver*** (info on Pg 21 Diploma Booklet)