

# Required documentation

1. To apply for this programme, you will need to provide the following documentation:

- **Discretionary Entrance form (signed by your Principal)**
- **Letter of support/reference from your school.**

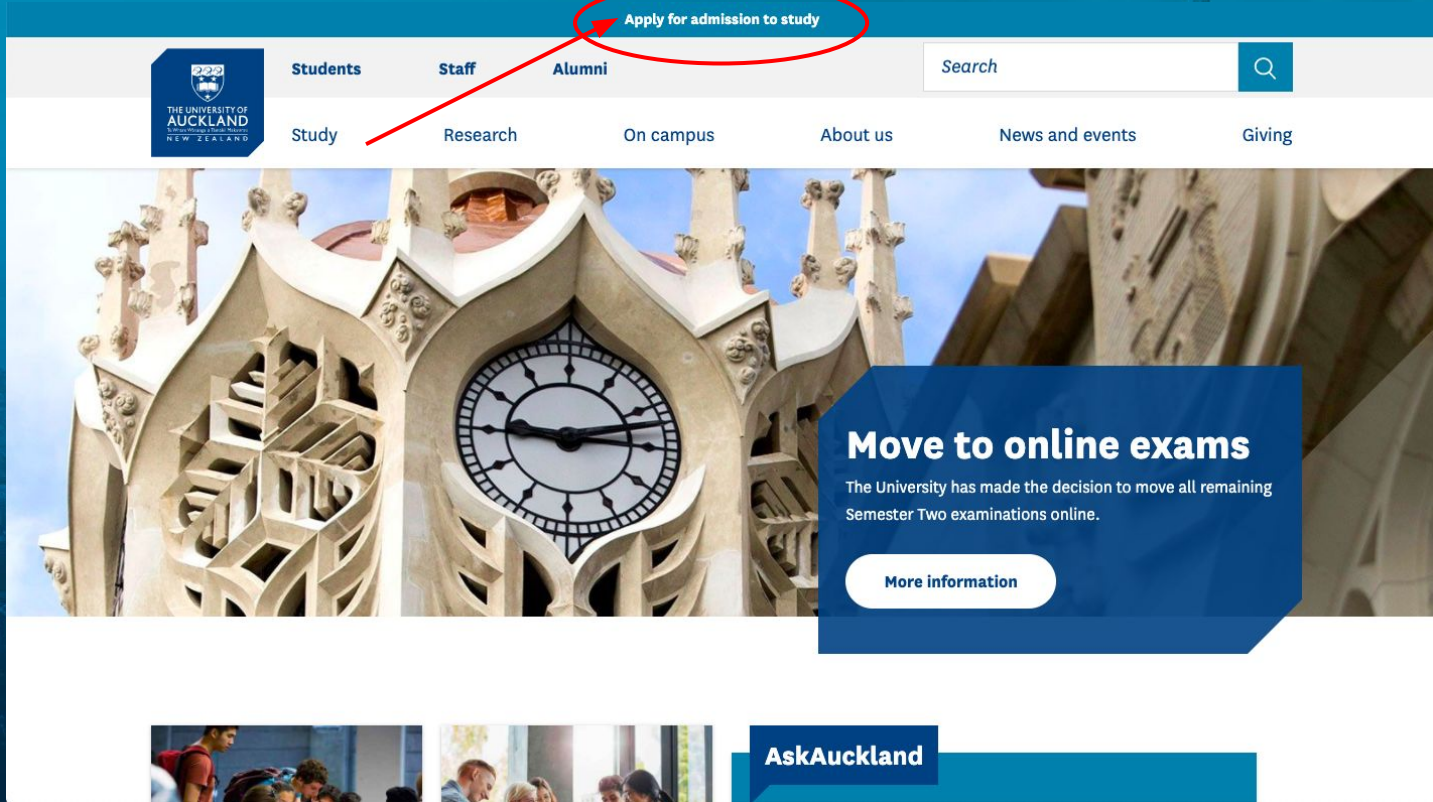
Once your application has been processed, you will be informed by email confirming the outcome of your application. Applications usually take 4-weeks to be processed, but delays may occur during peak admission periods.

2. After your application has been approved, you will need to provide the following documentation:

- **Certified proof of your identity\***


*\* In order to verify your legal name, date of birth and citizenship status, please send in certified photocopies of your identification documents such as your birth certificate or relevant pages of your passport. You can send a certified photocopy of these via post. Alternatively, if you are on our campus and able to, you can drop in to AskAuckland Central with the original documents and they can photocopy and certify these for you. For more information, please see Certifying copies of documents for Admission. Please note, providing proof of identity will not affect or delay the processing of your application, so we advise that you provide this once your application has been approved and you have been accepted into the programme. You **do** need to have provided your ID before you can enrol.*

To start your application, click 'Apply for Admission to study' at the top of the [University of Auckland homepage](#).



The screenshot shows the top navigation bar of the University of Auckland website. The navigation menu includes links for 'Students', 'Staff', 'Alumni', 'Study', 'Research', 'On campus', 'About us', 'News and events', and 'Giving'. A search bar is located on the right side of the navigation bar. A red circle highlights the 'Apply for admission to study' link, which is positioned above the 'Students' link. A red arrow points from the text on the left to this link. Below the navigation bar is a large banner image of the University of Auckland clock tower. A blue overlay on the right side of the banner contains the text 'Move to online exams' and 'The University has made the decision to move all remaining Semester Two examinations online.' Below this text is a button labeled 'More information'. At the bottom of the page, there is a section titled 'AskAuckland' with a background image of students.

[Apply for admission to study](#)

[Students](#) [Staff](#) [Alumni](#)  

[Study](#) [Research](#) [On campus](#) [About us](#) [News and events](#) [Giving](#)

## Move to online exams

The University has made the decision to move all remaining Semester Two examinations online.

[More information](#)

[AskAuckland](#)

# Apply now

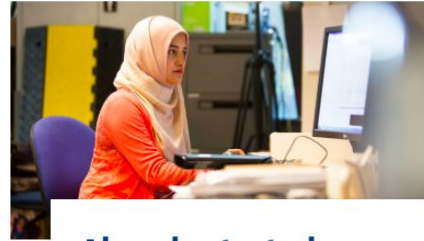
Start your journey to the University with an Application for Admission.



## Start your Application for Admission

Congratulations! You're ready to apply for your chosen programme. If you're not sure how to apply, read the guides below.

[Let's get started >](#)



## Already started your application?

Maybe you're partway through your application for admission or want to check its status. Perhaps you want to accept or decline an offer?

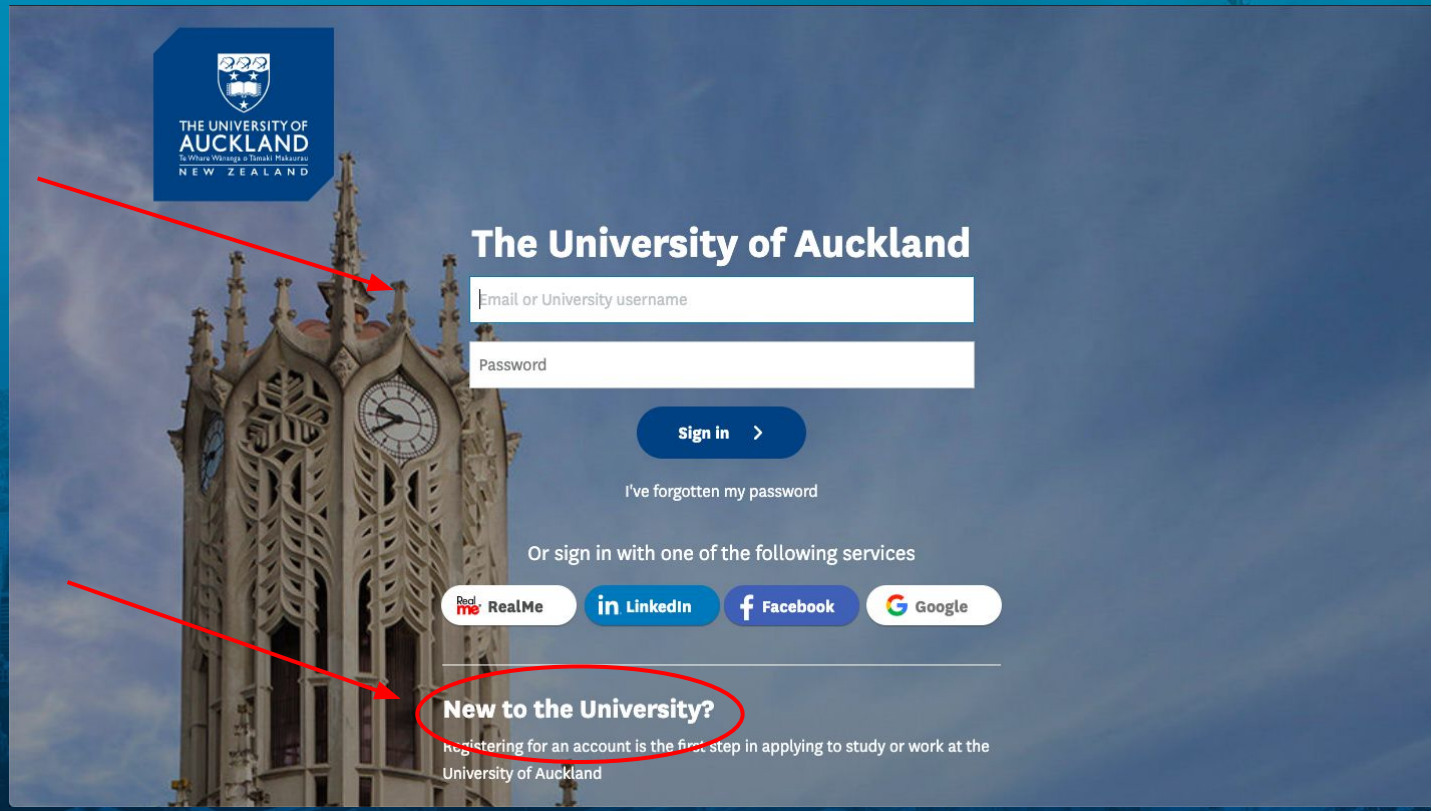
[Jump back in >](#)

[Live Chat](#)

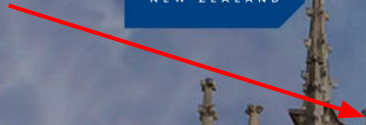
Click 'Let's get started' to start a new application, or 'Jump back in' to continue an existing application.

If you already have a University of Auckland ID, log in here. If you have forgotten your ID or password, call our support team on 0800 61 62 63 to reset this over the phone.

If you have never been a student or applied to the University of Auckland before, you will need to register for an account.



The University of Auckland logo is in the top left corner. The main heading is "The University of Auckland". Below it are two input fields: "Email or University username" and "Password". A "Sign in >" button is centered below the fields. A link "I've forgotten my password" is below the button. Below that is the text "Or sign in with one of the following services" followed by buttons for "RealMe", "LinkedIn", "Facebook", and "Google". At the bottom, a link "New to the University?" is circled in red, with a red arrow pointing to it from the left. Below this link is the text "Registering for an account is the first step in applying to study or work at the University of Auckland".



**New to the University?**  
Registering for an account is the first step in applying to study or work at the University of Auckland

## New to the University?

Registering for an account is the first step in applying to study or work at the University of Auckland

Register for a new account >

To register for a new account with the University of Auckland please follow the prompts. You can log in with your RealMe, LinkedIn, etc. or manually enter your details for an account.



Please choose from one of the following options

I'm new and I would like to register using:

 RealMe Identity

 LinkedIn account

 Google account

 Facebook account

Registering with one of these services will allow you to use that account to log in to your University account

Register manually

I already have a username

I'm not sure if I have a username or not already:

If you've ever applied, studied or worked at the University of Auckland, we can reset access to your account.

Please contact us for assistance on 0800 61 62 63

From outside New Zealand +64 9 373 7513

Email [studentinfo@auckland.ac.nz](mailto:studentinfo@auckland.ac.nz)

For more information about benefits of using Realme please click [here](#).



## Register for an account

First name

Middle name

Last name

Do you have a preferred name that is different from your full legal name?  Yes  No

Date of birth    ?

Email address

Choose a password

Confirm password

If you choose to register manually, follow the prompts to enter your personal details. Make sure to enter the correct citizenship and residency, as this will be used to calculate your fee type (domestic vs. international).

## Apply to Study

### Your demographics

Gender

Do you identify as lesbian, gay, bisexual, transgender, queer, intersex or Takatāpui (LGBTQITakatāpui+)?  ?

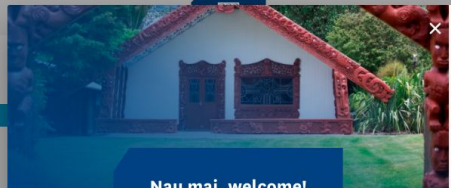
Date of birth

Citizenship

**This field is required**

Please specify your Permanent Residency status  New Zealand  Australia  Neither ?

Are you or your parents/primary guardian(s) from a refugee  ?



Nau mai, welcome!

As you fill out your application for study at the University of Auckland we will auto-save your progress. Should you need to leave, your application will be waiting for you on return.

Having trouble completing a question? Click 'Help', located next to each question, for tips and explanations.

Some documents may be required before you can submit your application and this will be shown on-screen to you.

If you're applying for Doctoral study, [complete the doctoral application for admission](#).

Get started >

Your student ID: 376831699



Your student ID: 376831699

1 2 3 4 5

Hi, John Doe

As you fill out your application, it will automatically save, so that you can exit and come back to complete it at any time.

Have you previously studied (at any level) in New Zealand? [Help](#)

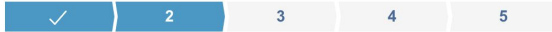
- Yes
- No

What is your first language? [Help](#)

Select

Next >

Click 'Get started'. You will be prompted to enter all your previous academic history.



## Academic History

Have you studied at tertiary level (e.g. study at a university or polytechnic) somewhere other than the University of Auckland? [Help](#)

Yes

No

Have you studied at foundation level (e.g. pre-university preparation programme) somewhere other than the University of Auckland? [Help](#)

Yes

No



Please add all your secondary school (high school) qualifications, including any that you are currently working towards. [Help](#)

Where did you study this qualification?

New Zealand

Select school

Qualification name

Select Qualification

This qualification is:

Complete

In progress

Done



Please add all your secondary school (high school) qualifications, including any that you are currently working towards. [Help](#)

NCEA Level 2 Edit

✓ This section is complete

NCEA Level 3 Edit

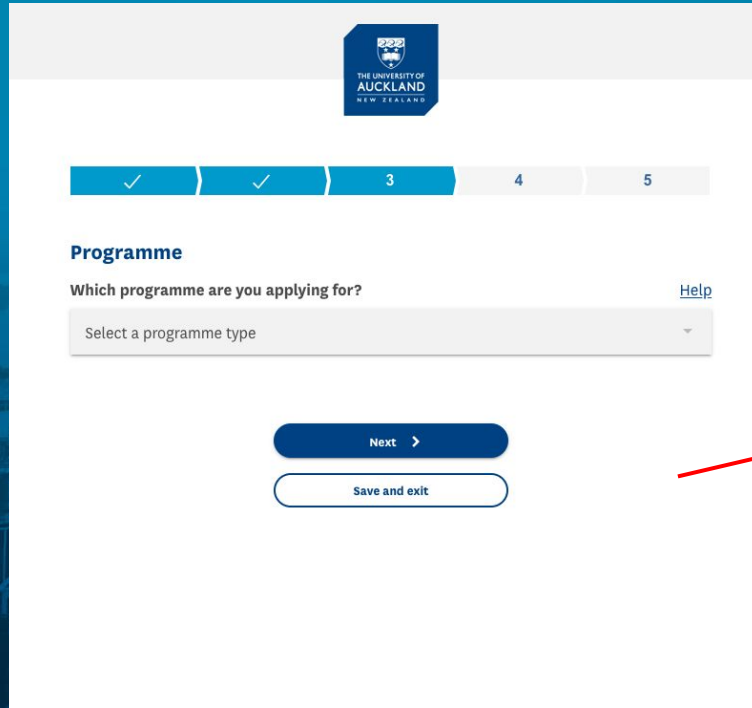
✓ This section is complete

Add your high school study. You will need to have your NSN number ready.

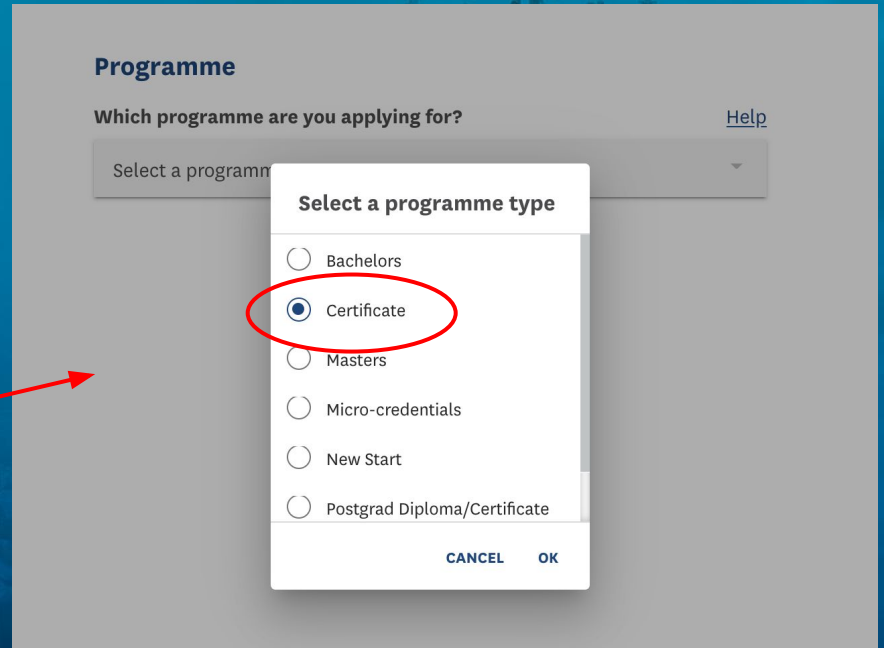
You can add qualifications you have completed and those you are still working towards.



Make sure to select 'Certificate' as 'Programme Type'.



The screenshot shows the University of Auckland logo at the top. Below it is a progress bar with five steps: 1 and 2 are marked with checkmarks, step 3 is highlighted in blue, and steps 4 and 5 are greyed out. The 'Programme' section is titled 'Which programme are you applying for?' with a 'Help' link. Below the title is a dropdown menu labeled 'Select a programme type'. At the bottom of the form are two buttons: 'Next >' and 'Save and exit'.



This is a close-up of the dropdown menu. The title is 'Select a programme type'. The options are: Bachelors, Certificate (which is selected and circled in red), Masters, Micro-credentials, New Start, and Postgrad Diploma/Certificate. At the bottom of the menu are 'CANCEL' and 'OK' buttons.

Search 'Young Scholars' and select the 'Young Scholars Programme' from the drop down list.

### Programme

Which programme are you applying for?

[Help](#)

Certificate

### Programme

[Help](#)

Certificate of Proficiency

**Note:** Please select the faculty in which you wish to take courses.

### Major/Specialisation:

[Help](#)

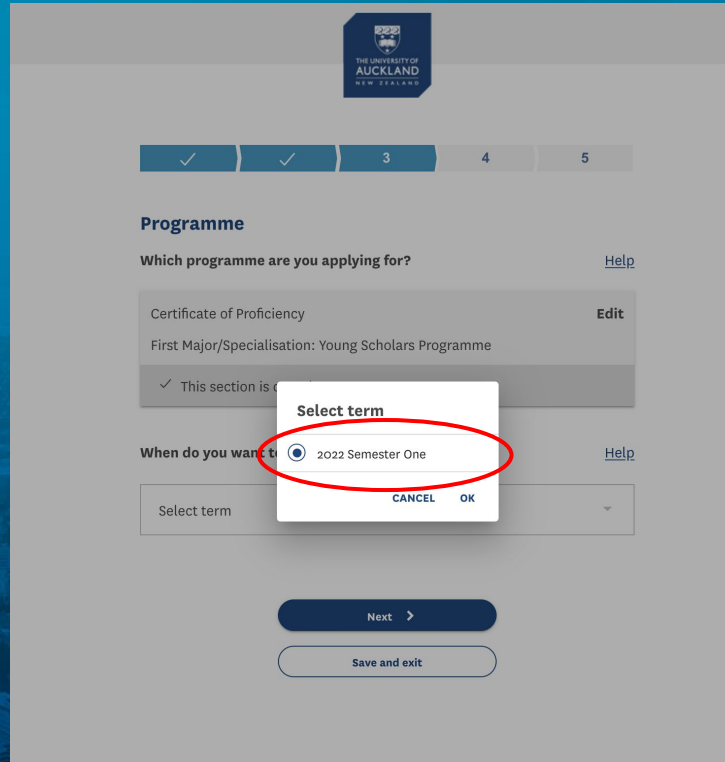
Young Scholars Programme

**Note:** Click [here](#) for additional information on the Young Scholars Programme major/specialisation.

*The Young Scholars Programme gives academically-exceptional Year 13 students the opportunity to sample University life with a range of specially selected Stage 1 courses. Applicants who gain entry to this programme may enrol in one 15-point course in Semester One. Applicants are expected to have discussed this study with their High School prior to applying.*

**!** You have reached the maximum number of majors/specialisations you can apply for.

You will be prompted to select a start term. Please select 2022 Semester One.



The screenshot shows a web application interface for The University of Auckland. At the top, the university's logo is displayed. Below it is a progress bar with five steps; the third step is highlighted with a blue bar and a checkmark. The main section is titled "Programme" and contains the question "Which programme are you applying for?". Below this question, there are two rows of information: "Certificate of Proficiency" with an "Edit" link, and "First Major/Specialisation: Young Scholars Programme" with a checkmark and the text "This section is...". A "Select term" modal is open in the foreground, showing a radio button selected for "2022 Semester One". The modal has "CANCEL" and "OK" buttons. Below the modal, there is a "Select term" dropdown menu. At the bottom of the form, there are two buttons: "Next >" and "Save and exit".

**Programme**

Which programme are you applying for? [Help](#)

Certificate of Proficiency [Edit](#)

First Major/Specialisation: Young Scholars Programme

✓ This section is...

When do you want to start? [Help](#)

2022 Semester One

CANCEL OK

Select term

Next >

Save and exit

You will be prompted to select your intended course. If you are unsure what course you wish to study, please send me an email at [artsoutreach@auckland.ac.nz](mailto:artsoutreach@auckland.ac.nz).

**Campus Location**

[Help](#)

City (Default) ▼

**What are your intended courses?**

Term

2022 Semester One ▼

Subject

Philosophy ▼

Course Title

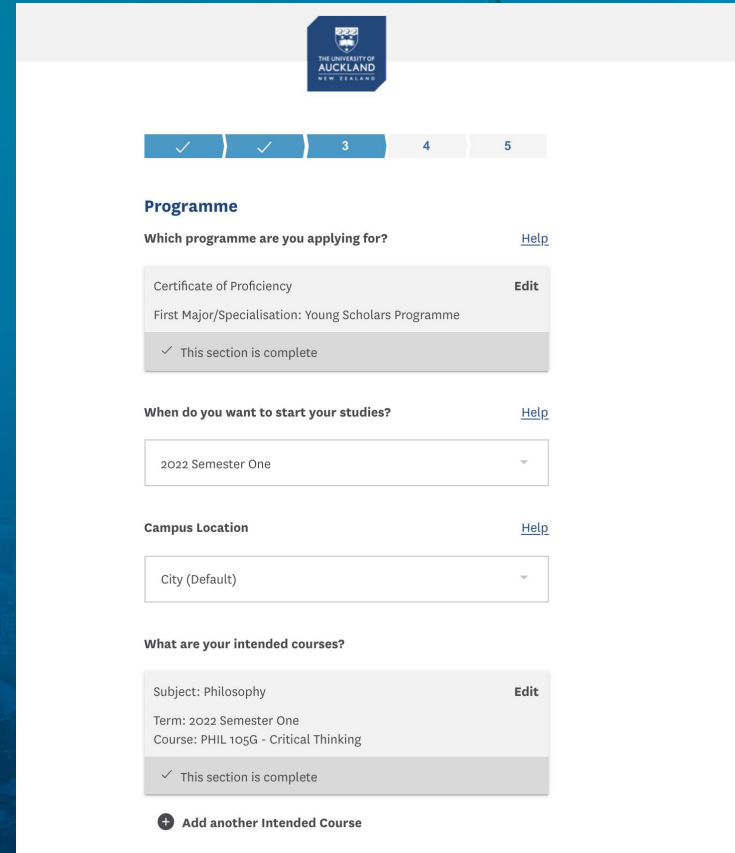
PHIL 105G - Critical Thinking ▼

Done

**+** Add another Intended Course

Double check all your programme selections.  
For a March 2022 start-date, you should have the following options selected:

- **Select a programme type:** Certificate
- **Programme:** Certificate of Proficiency
- **Select major/specialisation:** Young Scholars Programme
- **When do you want to start your studies:** 2022 Semester One
- **Campus Location:** City (Default)

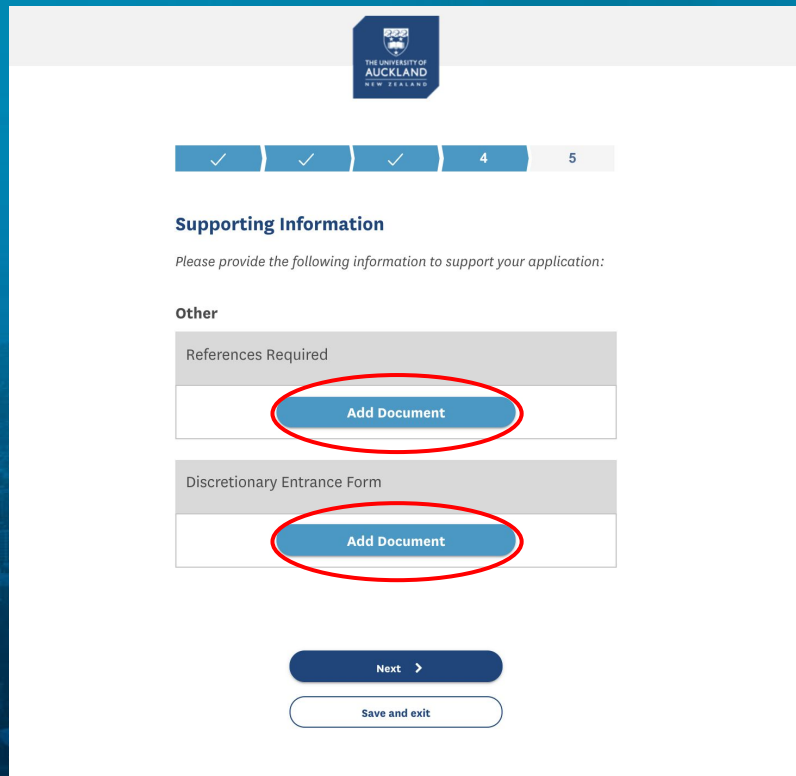


The screenshot shows the University of Auckland application form interface. At the top right is the university logo. Below it is a progress bar with five steps: the first two are marked with checkmarks, and the third is highlighted in blue with the number '3'. The main content area is divided into three sections:

- Programme:** The question is "Which programme are you applying for?". The selected option is "Certificate of Proficiency" with a sub-selection of "First Major/Specialisation: Young Scholars Programme". A confirmation message states "This section is complete".
- When do you want to start your studies?:** The selected option is "2022 Semester One".
- Campus Location:** The selected option is "City (Default)".
- What are your intended courses?:** The selected subject is "Philosophy", term is "2022 Semester One", and course is "PHIL 105G - Critical Thinking". A confirmation message states "This section is complete".

At the bottom, there is a button labeled "+ Add another Intended Course".

You will need to provide a letter of support from your school and a discretionary entrance form, also signed by your school Principal. If you do not have these ready then you can submit your application without them and upload them later.



The screenshot shows the University of Auckland application portal. At the top is the university's logo. Below it is a progress bar with five steps: the first three are marked with checkmarks, and the fourth and fifth are numbered 4 and 5 respectively. The current step is 4, 'Supporting Information'. Below the progress bar, the text reads 'Supporting Information' and 'Please provide the following information to support your application:'. Under the heading 'Other', there are two sections: 'References Required' and 'Discretionary Entrance Form'. Each section has a blue 'Add Document' button, which is circled in red. At the bottom of the page, there are two buttons: a dark blue 'Next >' button and a white 'Save and exit' button.

withdrawal, and the refund or credit of fees, as described in the [Enrolment and Programme Regulations](#) and the [Fees Statute](#).

I understand that in addition to the academic requirements of this programme, further requirements may be necessary for my chosen career. These could include other qualifications, registration with a professional body, licensing, or other legal requirements. I understand that it is my responsibility to be aware of these additional requirements and to ensure that I can meet them.

I acknowledge that the Application for Admission requests that I authorise certain entities that hold personal information about me to disclose that information to the University on request, and I confirm that I authorise such information be requested by the University and provided to the University by the relevant entity.

I understand that the University may otherwise collect, use and disclose personal information about me in accordance with its [Privacy Statements](#) and the [Privacy Act 1993](#).

I will comply at all times with the University's [statutes, regulations, rules and policies](#).

I agree

**Submit Application**

Save and exit



**Read the student agreement and terms and conditions, then click 'Submit Application'.**

If you have any questions please email me at [artsoutreach@auckland.ac.nz](mailto:artsoutreach@auckland.ac.nz) or our student contact and support team [here](#).



Your student ID: 592699290

Hi, John Doe

[UPDATE PERSONAL DETAILS](#) >

## Your applications

- Start a new application
- Start a doctoral application

**Certificate of Proficiency - Young Scholars Programme**  
2022 Semester One

### Application Submitted

Great, you've successfully submitted your application. We're checking that we have everything we need to begin assessing your application.

[Withdraw application](#)

Quote your ID in any communication with us so we can easily locate your application.



You can come back and check on your application at any time here:

[applytostudy.auckland.ac.nz/](http://applytostudy.auckland.ac.nz/)

Any outstanding tasks will appear in the 'Things you need to do' list.

If you have not provided your letter of support or discretionary entrance form, you can upload them here.

Hi, John Doe

[UPDATE PERSONAL DETAILS >](#)

### Things you need to do

**Urgent items** - We cannot process your application(s) without these. Please [contact us](#) if you are unable to provide them.

**(To do) Letter of evidence of teaching & practical experience for Master of Educational Leadership** - Educational Leadership - Taught 180 points

All applicants need to provide evidence of at least three years practical experience in teaching, including experience in a formal or informal... [Show all](#)

**(Received) Curriculum Vitae for Master of Business Development** - Innovation and Product Management - Taught 120 points

Applicants require three years of relevant work experience to join this programme.

**(Received) Curriculum Vitae for Master of Engineering Project Management** - Engineering Project Management - Taught 120 points

Please upload a curriculum vitae with details of your work experience

**(Received) Curriculum Vitae for Master of Public Policy** - Public Policy (Online) - Taught 180 points

All applicants must upload an up to date Curriculum Vitae.

**(Received) Academic transcript**  
Please upload your previous university/tertiary institution academic transcript(s), and include evidence of any completed study. If these documents... [Show all](#)

**Other items** - We can process your application(s) without these. Please provide them as soon as possible, to avoid future delay(s).