

# Teacher Education Refresh Programme Application form 2019

An application for a new practising certificate with the Teaching Council of Aotearoa NZ must be made prior to enrolment in a TER programme

<b>TER start date (first workshop day)</b>	<b>Sector</b>	
	<input type="checkbox"/> Primary	<input type="checkbox"/> Secondary

## PERSONAL INFORMATION

Legal surname:

Legal first name/s:

Preferred first name:	Gender (optional): <input type="checkbox"/> Male <input type="checkbox"/> Female
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Date of birth	Day:	Month:	Year:
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Residential address:

Postal address if different:

Telephone	Home:	Mobile:
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Email:

Have you previously enrolled in a TER programme?  Yes  No

Do you have any health issues that may impact your ability to complete the TER programme?  Yes  No

## TEACHER EDUCATION QUALIFICATIONS

Give details of your teacher education programme and/or other qualifications

Teaching Qualification(s) Gained:

Institution:	Year Awarded:
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Other Qualifications:

List your specialist subjects (secondary teachers only)

1st	2nd
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### Attach copies of teaching qualifications

Please note that it is your responsibility to obtain verification of your qualifications if you were trained outside of New Zealand.

**NEW ZEALAND TEACHER REGISTRATION** *(tick your response)*

Do you hold or have you held New Zealand Teacher Registration?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Previous or current NZ registration number:	Expiry Date:
Have you applied to the Teaching Council for a new practising certificate?	<input type="checkbox"/> Yes <input type="checkbox"/> No

**CURRENT TEACHING PRACTICE**

Have you taught in NZ? (This includes full time (FT), long-term relief (LTR) and day-to-day relief (DTD) work)	<input type="checkbox"/> Yes <input type="checkbox"/> No
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If YES then please give details (starting with most recent teaching position)

Dates	School	FT	LTR	DTD
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

The Teacher Education Refresh (TER) Programme is being offered by The University of Auckland on behalf of the Teaching Council of Aotearoa New Zealand which owns the TER Programme.

**Principle 3 of the Privacy Act 1993 – “Collection of information from subject”**

Personal information provided by persons applying to participate on a TER course is being collected for the purpose of determining their eligibility for participation in a course, to enable the Teaching Council of Aotearoa New Zealand to comply with its statutory functions and the requirements of the TER Programme, and for administering participation on that course. The information is being collected by: Kohia Centre, Faculty of Education and Social Work, The University of Auckland, Private Bag 99946, Newmarket 1149, Auckland

All or any part of that information may be held and used by The University of Auckland and Education Council New Zealand, Level 12, 80 Boulcott Street, Box 5326, Wellington

**Principle 11(a) and (f) of the Privacy Act 1993 – “Limits on disclosure of personal information”**

Neither The University of Auckland nor the Teaching Council of Aotearoa New Zealand shall disclose the personal information collected for the TER Programme to a person or body or

agency unless either or both believe, on reasonable grounds:

- ( a ) that the disclosure of the information is one of the purposes in connection with which the information was obtained or is directly related to the purposes in connection with which the information was obtained; or
- (f) that the information—
  - (i) is used in a form in which the individual concerned is not identified; or
  - (ii) is used for statistical or research purposes and will not identify the individual concerned



**KEC-002**

Kohia Centre  
Faculty of Education and Social Work  
The University of Auckland  
Private Bag 99946  
Newmarket 1149

# Consent to disclosure of information

All applicants must complete and return this form with their application.

Programme applying for:

Teacher Education Refresh Programme

I, \_\_\_\_\_

*(Family Name) (First Name/s)*

\_\_\_\_\_

*(Previous or any other names used)*

Date of Birth:	
Street Address:	
Suburb:	City:
NZ Driver's Licence Number:	
Passport Number:	

I hereby consent to the disclosure by the New Zealand Police, Ministry of Education and the Teaching Council of Aotearoa New Zealand of any information they may have pursuant to this application, to the Faculty of Education and Social Work, the University of Auckland. I understand that any record of criminal conviction I might have will automatically be concealed if I meet the eligibility criteria stipulated in Section 7 of the Criminal Records

Signed:	Date: <span style="float: right;"><i>(Day/Month/Year)</i></span>
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## FOR OFFICE USE ONLY

Date form submitted:
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# Teacher Education Refresh Professional Practicum Planning

## Information for Practicum placement to be sent to Practicum Office

### GENERAL DETAILS

Name:		Gender (optional):	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Residential address:				
Postal address if different:				
Telephone	Home:	Work:	Mobile:	
Email:				

### TEACHER EDUCATION QUALIFICATIONS

*Give details of your teacher education programme*

Teaching Qualification(s) Gained:	
Institution:	Year Completed:
Registration No:	

I have had teaching experience in the following NZ schools:

TER Primary applicants preferred level:

TER Secondary applicants please state your specialist subjects:	1st:	2nd:
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List below suitable schools/area for your practicum

**OR**

I am currently employed in the following school

Fast track applicants must provide a letter from their school confirming their full-time employment and stating their support of the applicants involvement in the programme.

## IMPORTANT INFORMATION

### Teacher Education Refresh Programme documentation

**I understand that successful completion of the TER includes:**

- Demonstrating a high standard of professional behaviour and integrity
- Taking full responsibility for my own learning and personal organisation
- Full commitment to the programme both in attendance and meeting expectations
- Attendance at each of the face to face sessions
- Completion of a successful full time 20 day practicum
- Submission of on-line modules which meet the specified deadlines
- Demonstration of a high level of oral and written English language proficiency in all areas of the programme
- Completion of course work which will be in compliance with University of Auckland academic regulations (see below)

**Please be aware of University regulations with regard to plagiarism.**

**Plagiarism** is using the work of others in preparing an assignment and presenting it as your own without explicitly acknowledging — or referencing — where it came from. Plagiarism can also mean not acknowledging the full extent of indebtedness to a source. Work can be plagiarised from many sources — including books, articles, the world wide web, and other students’ assignments. Plagiarism can also occur unconsciously or inadvertently. Direct copying is definitely plagiarism. Paraphrasing of another work without attribution is also plagiarism. Submitting someone else’s unattributed or less than fully attributed work or ideas is not evidence of your own grasp of the material and cannot earn you marks.

“The University of Auckland will not tolerate cheating, or assisting others to cheat, and views cheating of course work as a serious academic offence. The work that a student submits for grading must be the student’s own work, reflecting his or her learning. Where work from other sources is used, it must be properly acknowledged and referenced. This requirement also applies to sources on the world-wide web. A student’s assessed work may be reviewed against electronic source material using computer detection mechanisms.

Upon reasonable request, students may be required to provide an electronic version of their work for computerised review.

Students may not translate work from another source without proper acknowledgement and referencing. The use of translation machines to translate and copy texts into the target language of an assignment constitutes academic dishonesty....”

**Application check list**

Please send: completed application form, copy of teaching qualification and Curriculum Vitae.  
Ensure your referee sends your referee report directly to kohia@auckland.ac.nz  
Fast track applicants must provide a letter from their school confirming their employment.

**I understand the requirements to achieve successful completion of the TER Programme**

Signed:	Date:
Name:	