



## Information for partners & students – 2023



### Contact details

University website	<a href="http://www.auckland.ac.nz">www.auckland.ac.nz</a>
Study Abroad Office	<p>Sherry Fan &amp; Abi Penaliggon International Office Email: <a href="mailto:studyabroad@auckland.ac.nz">studyabroad@auckland.ac.nz</a> Phone: +64 9 9233817, +64 9 3734371</p> <p>Physical Address (for courier):      Postal address: Alfred Nathan House                      Private Bag 90219 24 Princes Street                              Auckland 1142 Auckland 1010</p>
Study Abroad website	<a href="http://www.auckland.ac.nz/studyabroad">www.auckland.ac.nz/studyabroad</a>

Semester dates	Summer School 2023	Semester One 2023	Semester Two 2023
Lectures incl. exams	5 January – 15 February *Summer School is subject to eligibility	27 February – 26 June	17 July – 13 November
Academic dates	<a href="http://www.auckland.ac.nz/dates">www.auckland.ac.nz/dates</a>		



Orientation	Summer School 2023	Semester One 2023	Semester Two 2023
Orientation	4 January	20 February	12 July
Programme information	<p>The orientation programme is mandatory for new international students as it provides helpful settling-in information and events giving students a wonderful opportunity to meet other students and make new friends.</p> <p>Information about orientation is updated around two weeks before semester start. Please check out <a href="#">orientation programme</a> online.</p>		

Language information	
Language of instruction	English is the language of instruction and one of the official languages of New Zealand. Māori and New Zealand Sign Language are the other official languages of New Zealand.
English language requirements	<p>All students whose English is a second language are required to provide evidence of their proficiency in the English language.</p> <p>The required score for Exchange students is:</p> <p><b>IELTS (academic), total of 6.0, no band less than 5.5 (or equivalent).</b></p> <p>We accept a number of other English language test results including TOEFL, Cambridge, MELAB and Pearsons – please see our website for more <a href="#">details</a>.</p>

Programme	
Academic programme for exchange students	Exchange students are considered “non-degree” students at the University of Auckland and are enrolled in the <b>COPEX (Certificate of Proficiency for Exchange)</b> programme. Students who have been accepted into the COPEX programme can select courses as outlined in the course information section on pages 3-4.

Application			
Nomination and application period	Summer School 2023: <b>1 September – 1 October 2022</b>	Semester One 2023: <b>1 September – 1 October 2022</b>	Semester Two 2023: <b>1 March – 1 April 2023</b>



<p>Step 1: Nomination for partners</p>	<ol style="list-style-type: none"><li>1. <b>Eligibility:</b> Students must have completed at least one full-time year at our partner university and have a better-than-average academic record (equivalent to a B average at the University of Auckland). Nominations are considered based on relevant student exchange agreements and reciprocity.</li><li>2. The university wide exchange agreement excludes placements in the Faculty of Law and the School of Nursing. To find out whether the agreement includes Law or Nursing, please check out our <a href="#">partner list</a>. Note that Nursing exchange is not available in 2023.</li><li>3. <b>The home university must submit an online form to nominate students during the nomination period. We'll email you the link to an online form before the nomination opens.</b></li><li>4. <b>No nominations will be accepted by email or outside of the nomination period.</b></li></ol>
<p>Step 2: Online application for students</p>	<ol style="list-style-type: none"><li>1. Please advise students to apply online for the <b>COPEX programme</b> at <a href="http://www.auckland.ac.nz/applynow">www.auckland.ac.nz/applynow</a> after submitting the nomination form.</li><li>2. A step-by-step guide to the online application process is available on <a href="#">our website</a>.</li><li>3. Students are responsible to upload the documents online with their application:<ul style="list-style-type: none"><li>○ Copy of passport front page which is signed and stamped by home university (or notarised)</li><li>○ Copy of academic transcript in English, including all courses the applicant has completed and in progress</li><li>○ Proof of English language proficiency (if applicable)</li><li>○ Upload an ID card photo at <a href="https://campuscard.auckland.ac.nz">https://campuscard.auckland.ac.nz</a>. For photo requirements please refer to <a href="#">the website</a>.</li></ul></li></ol>
<p>Application status</p>	<p>We recommend students check their application status by signing into the online Application for Admission approximately three weeks after applying online and submitting supporting documents. Follow the steps at <a href="http://www.auckland.ac.nz/sso-status">www.auckland.ac.nz/sso-status</a>.</p>



Course information	
Course enrolment	<p>Once students have received an offer of place in the COPEX programme, they must accept their offer online in order to enrol. They can then initiate course enrolment at Student Services Online <a href="http://www.auckland.ac.nz/sso-enrol">www.auckland.ac.nz/sso-enrol</a>. They need to check if there is a pending document (mostly a copy of passport) before starting to enrol.</p> <p>Exchange students can now <b>directly enrol into most courses</b> (some exceptions apply).</p> <p>However, they should apply for “concession” to enrol in courses that require Auckland faculty approval. In this process, faculties assess whether their prior study meets relevant course prerequisites and notify them accordingly. In some occasions, they may be asked to provide course outlines/syllabi in English for courses equivalent to Auckland prerequisite requirements.</p> <p>Detailed instructions on course enrolment are also provided in the offer of admission letter.</p>
Full-time study course load	<p>The standard course load for full-time study is 50-60 points per semester or 100-120 points per year. Most courses are weighted 15 points and students generally take four courses per semester. Information on specific credit-points is available in our course catalogue <a href="http://www.auckland.ac.nz/sso-courseadvice">www.auckland.ac.nz/sso-courseadvice</a>.</p>
Hours of study	<p>A standard semester course of 15 points represents 150 hours of study or 10 hours of study per week for 15 weeks (12 teaching weeks and three weeks of study break and examinations). The student workload in the teaching weeks would total 120 hours, made up of lectures, tutorials, seminars, laboratory classes, and other face-to-face contact, plus independent study as appropriate for each course.</p>
Course catalogue & descriptions	<p>Course schedules are published and enrolments are open on <b>1 November</b> for the subsequent year (both Semester 1 and 2).</p> <p>Brief course descriptions as well as information on course prerequisites and restrictions are available in <a href="#">our course catalogue</a>. More detailed course descriptions (syllabi) are accessible at the <a href="#">University Digital Course Outline</a>. The outline in the DCO includes the course description, learning outcomes, assessment methods, method of delivery and more.</p>



<p>Course information by the faculty</p>	<ul style="list-style-type: none"> <li>• <a href="#">Faculty of Arts</a> and <a href="#">courses</a></li> <li>• <a href="#">Business School</a> and courses             <ul style="list-style-type: none"> <li>- Economics (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Accounting (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Finance (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Commercial Law (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Taxation (<a href="#">Postgraduate</a>)</li> <li>- Business Analytics (<a href="#">Undergraduate</a>)</li> <li>- Information Systems (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Operations and Supply Chain Management (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- International Business (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Management (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Marketing (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>- Property (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> </ul> </li> <li>• <a href="#">Creative Arts and Industries (CAI)</a> and <a href="#">courses</a></li> <li>• <a href="#">Faculty of Education and Social Work</a></li> <li>• <a href="#">Faculty of Engineering</a> and <a href="#">courses</a></li> <li>• <a href="#">Faculty of Law</a> and courses (<a href="#">Undergraduate</a>) &amp; (<a href="#">Postgraduate</a>)</li> <li>• <a href="#">Faculty of Medical and Health Sciences</a></li> <li>• <a href="#">Faculty of Science</a> and <a href="#">courses</a></li> </ul>
<p>Academic Integrity Course</p>	<p>Students starting a new programme at the University of Auckland (including exchange students) will be automatically enrolled in the online Academic Integrity Course (ACADINT A01). This is a no-credit bearing course designed to increase student knowledge of academic integrity, university rules relating to academic conduct, and the identification and consequences of academic misconduct.</p> <p>Students are required to complete this course with 6 out of 6 in all modules to pass. Failure to complete the course will result in a Did Not Complete (DNC) grade on the official University of Auckland academic transcript.</p>
<p>Course selection</p>	<p>Exchange students can select courses across different disciplines provided they meet course prerequisites and the courses are not restricted (see "course restrictions"). Information about our course structure can be found on <a href="#">Student Services Online</a>.</p>
<p>Course information for Law exchange students only</p>	<p>Undergraduate students in <b>Law</b> from non-Commonwealth countries must enrol in "LAWGENRL 443 – Introduction to Common Law" (10 points). Alternatively they may enrol into LAW 701- The Legal System: Sources, Structures and Method (30 points). The introductory lecture for both courses is usually offered in block courses and students are required to attend it. Note that these courses generally commence before the official start of semester.</p> <p>Undergraduate students in their penultimate or final year may also apply for a concession to enrol into Law postgraduate courses. The PG timetable is available at <a href="#">PG taught courses</a>.</p>



<p>Course restrictions (not available to exchange students)</p>	<ul style="list-style-type: none"><li>• Courses offered in Medicine, Surgery, Pharmacy and Optometry</li><li>• Nursing and Law courses are only available for students nominated through Law and Nursing agreements. Please check out our <a href="#">partner list</a>. (Note nursing exchange is not available in 2023).</li><li>• Part IV Advocacy, Mediation and Negotiation courses in the Faculty of Law</li><li>• Courses running for the whole academic year - e.g. PSYCH 308A and 308B (except students enrolled for the whole University of Auckland academic year – February to November)</li><li>• 100 level courses in Fine Arts, Architecture and Planning (unless they are majoring in this subject at a home university)</li><li>• BUSINESS 111, 112 and 202</li><li>• PROPERTY 103</li><li>• Graduate School of Management courses running on a quarterly basis – e.g. BUSACT, BUSADMIN etc.</li><li>• Courses ending with the letters F or H - e.g. HISTORY 91F or MAORITH 14H. These are foundation year courses and not appropriate for Exchange students</li><li>• Stage I Engineering courses (ENGGEN 115, ENGGEN 121, ENGGEN 131, ENGGEN 140, ENGGEN 150, ENGSCI 111, ELECTENG 101, CHEMMAT 121) except for those ending in G</li><li>• Policy 702</li></ul>
<p>Courses with limited enrolment availability</p>	<ul style="list-style-type: none"><li>• Courses showing the letter "G" – e.g. PHYSICS 107G</li><li>• Psychology and Drama stage II &amp; III courses</li><li>• 700 level Finance and Accounting courses</li></ul> <p>We recommend that students have a second choice option for each course with limited enrolment availability. Students from these areas must apply early, in particular for Semester Two.</p>
<p>Postgraduate courses</p>	<p>Students who hold the equivalent of a New Zealand undergraduate degree may be able to take postgraduate courses if course prerequisites are met and accepted by the faculty.</p> <p>The Exchange programme is restricted to course work only and does not include thesis writing and supervision.</p> <p>Students who wish to take a full-year course load at postgraduate level are advised to apply as an international student to the University of Auckland for a one-year postgraduate programme.</p>



<p>Courses with additional application requirements</p>	<p>Many courses in <b>Fine Arts, Architecture, Design and Music</b> require submission of supplementary information such as a portfolio or DVD audition. Please refer to <a href="#">our website</a> for more information. Students may also contact our colleagues at the Creative Arts and Industries (CAI) at <a href="mailto:info-creative@auckland.ac.nz">info-creative@auckland.ac.nz</a>.</p> <p>For <b>language courses</b> students must complete a Language Ability Declaration to ensure that they are placed at an appropriate level. For more information refer to <a href="#">the website</a> or contact our colleagues at the Faculty of Arts at <a href="mailto:asc@auckland.ac.nz">asc@auckland.ac.nz</a>.</p>
<p>Disability services (including learning disabilities)</p>	<p>Student Disability Services support students with a wide range of visible and invisible impairments, but sign language for other languages are not available. For details, please refer to this <a href="#">link</a>.</p> <p>Exchange students who are affected by a learning impairment must apply for special academic accommodation before the semester start with the documents below:</p> <ol style="list-style-type: none"><li>1. Letter to explain details of learning disabilities from the doctor or professional</li><li>2. Letter to explain details of the services they receive from a home university.</li></ol> <p>Students may be requested to sit a learning assessment upon arrival. For details, please refer to the link above.</p>

## Visa

<p>Student visa requirements</p>	<p>Exchange students must apply for "<b>Exchange Student Visa</b>" to Immigration New Zealand and obtain their <b>student visa prior to entering New Zealand</b>. They should not enter New Zealand on a visitor visa.</p> <p>Please contact the nearest New Zealand embassy or consulate for details of visa and application requirements (<a href="http://www.immigration.govt.nz">www.immigration.govt.nz</a>) as they may vary country to country.</p> <p><b>No visas are required</b> for a NZ citizen, a NZ permanent resident, an <b>Australian citizen or an Australian permanent resident</b>.</p>
<p>Work restrictions on a student visa</p>	<p>Under current Immigration New Zealand regulations, only exchange students <b>who are undertaking a full-time study for least one academic year</b> are able to work on a student visa. Eligible students will automatically be given the work right of a maximum of 20 hours in any given week, including holidays.</p> <p>Exchange students who are studying here for one semester only, are <b>not allowed to work</b> on a student visa and are therefore not eligible to apply for a variation of conditions to their student visa.</p> <p>Full details of visa requirements and work rights are available on <a href="#">the Immigration New Zealand website</a>. Work restrictions are stated on the Student Visa application guide.</p>



## Health and travel insurance

### Mandatory health and travel insurance

All enrolled international students are required to have approved health and travel insurance (regardless of the visa type) for the duration of their visa or until they depart New Zealand, whichever comes first.

The University of Auckland's preferred insurance policy for international students is Studentsafe-University. For details on Studentsafe University policy wording, check [www.auckland.ac.nz/is-insurance](http://www.auckland.ac.nz/is-insurance). The Studentsafe insurance fee will be charged to a student's account 48-72 hours after enrolment. The insurance fee must be paid unless the University of Auckland approves the use of an alternative insurance policy.

Students who have an [approved alternative insurance policy](#) may apply for the insurance charge to be waived. **Insurance waiver applications** must be received **before the second Friday of the semester**. If the policy is included in the University's [list of not approved insurance policies](#), it will not be accepted and they will be required to pay for the University policy. If they have an insurance policy that is not on either approved or not approved lists of policies, then they are required to send their insurance policy documents for an assessment **at least four weeks prior to the semester start date**. For more details, please refer to [our website](#).

Studentsafe-University insurance cover starts 16 days prior to programme start date and ends on a student's arrival back in their country of origin, following completion of their course of study; or on the expiry of their current student visa, whichever is the earlier.

### Australian citizens and residents

Due to the Reciprocal Health Care Agreement between New Zealand and Australia, it is not mandatory for students with Australian citizenship or residency to be covered by the Studentsafe-University insurance policy.

However, we strongly advise these students to have appropriate health and travel insurance while studying in New Zealand as medical treatment often incurs a charge. For more information on the reciprocal agreement with Australia please refer to <http://www.health.govt.nz/new-zealand-health-system/eligibility-publicly-funded-health-services/reciprocal-health-agreements>.

### Estimated Studentsafe insurance fee

2023 premium for summer:	Approx. NZ\$187.50
2023 premium per semester:	Approx. NZ\$375
2023 premium full year:	Approx. NZ\$750

### Medications

Students can bring up to a three months' supply of prescription medication into New Zealand; for oral contraceptives, they can bring six months of medication. If students bring medication beyond this length of time, it is at their own risk as it could be taken away by New Zealand Customs Officials. Medication must be stored in its original container and should be accompanied with the prescription or a doctor's note. They must declare their prescription medicine on their arrival card. Students should make an appointment to see a doctor six weeks prior to their medication running out to ensure that they get a new prescription in time.





Accommodation							
Guaranteed on-campus housing	<p>Exchange students who wish to stay in the University accommodation must <a href="#">apply online</a>. Students are mostly placed in a single room at self-catering and mix-gender accommodation unless they request special arrangement to the office.</p> <p>The University of Auckland will <a href="#">guarantee campus housing to all Exchange students as long as they put an application in by the priority deadline</a> (below). We suggest that students apply even before they are admitted to our programme. Note that the university will still accept applications and attempt to place a student in campus accommodation even after the priority deadline; however, placements cannot be guaranteed and will be made based on availability.</p> <p>At the time you accept your residential agreement, you are required to pay \$900 to secure your place (\$650 accommodation deposit &amp; \$250 administration fee). As the \$650 deposit forms part of your overall accommodation fees, this credit will be applied to your room account at the beginning of your residential period and goes towards your advance payment.</p> <p>*A family room or couple room is excluded from guaranteed housing due to our capacity.</p> <p>Confidential references and visa document are not required for Exchange students to apply for accommodation.</p>						
On-campus housing application dates	<table border="1"><thead><tr><th>Semester One 2023:</th><th>Semester Two 2023:</th></tr></thead><tbody><tr><td>Open on <b>1 August 2022</b></td><td>Open on <b>1 April 2023</b></td></tr><tr><td>Close on <b>15 October 2022</b></td><td>Close on <b>1 May 2023</b></td></tr></tbody></table>	Semester One 2023:	Semester Two 2023:	Open on <b>1 August 2022</b>	Open on <b>1 April 2023</b>	Close on <b>15 October 2022</b>	Close on <b>1 May 2023</b>
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Close on <b>15 October 2022</b>	Close on <b>1 May 2023</b>						
Off-campus housing	<p>Students who do not wish to stay in a University residence are responsible for finding their own accommodation but may seek guidance from our <a href="#">website</a>.</p>						
Airport pick-up	<p>Airport pick-up is free if you apply for it <a href="#">online</a> at least seven days prior to your arrival in Auckland. Information about airport pick-up and a link to the application form are provided in your offer of admission letter.</p>						
Arrival time	<p>Students may arrive in New Zealand any time before orientation, but within the limits of their visa.</p> <p>If students have a confirmed place in the University accommodation and plan to arrive earlier than the beginning of the residential agreement period, they should contact the accommodation management team to discuss the possibility of moving in earlier. If this is not possible, they will be required to organise their own temporary accommodation.</p>						



Cost of living	
Estimated living expenses (in NZD)	Estimated cost of living can vary depending on the type of accommodation and life style. Students should expect to pay NZ\$6,000-\$7,000 per semester for accommodation and basic day-to-day living expenses, including meals. See more details about the cost of living in Auckland <a href="#">here</a> .
On-campus accommodation	University housing fees can vary from NZ\$5,263 to \$6,153 per semester and it includes water, electricity, wifi and University Recreation Centre membership.  Fees for specific halls of residences can be viewed at <a href="http://www.accommodation.auckland.ac.nz/fees">www.accommodation.auckland.ac.nz/fees</a> .
Off-campus accommodation	Flats (apartments) range from NZ\$3,971 to \$5,567 per semester, but it excludes bond, utilities (water, electricity and wifi), etc. Homestays range from NZ\$320 per week (plus a NZ\$300 non-refundable placement fee).
Textbooks	Up to approximately NZ\$600 per semester (not compulsory; digital, second-hand or library versions of textbooks may be available)
Photocopying	Approximately NZ\$5 per week (10 cents per page).
Mobile	Approximately NZ\$25 per month.



# EXCHANGE PROGRAMME

Travel	With an AT Hop travel card: Approximately NZ\$35 per week. For more fares refer to the Auckland Transport website: <a href="http://www.at.govt.nz/bus-train-ferry/fares-discounts/bus-train-fares">www.at.govt.nz/bus-train-ferry/fares-discounts/bus-train-fares</a>
Food/Groceries	Approximately NZ\$130 per week – if not included in residence plan.

## Further information

Social media	Follow us on <a href="#">Instagram</a> to get a feel for student life at the University of Auckland.
Travel within and outside the Auckland region	<p>Visit <a href="http://www.newzealand.com">PURENZ (www.newzealand.com)</a> to find out about the stunning adventure capital of the world.</p> <p>The <a href="http://www.doc.govt.nz">Department of Conservation (www.doc.govt.nz)</a> website provides information on how to find parks, walks and campsites in and around New Zealand.</p> <p>To see what's happening in Auckland please visit <a href="http://www.aucklandnz.com">www.aucklandnz.com</a> or <a href="http://www.biglittlecity.co.nz">www.biglittlecity.co.nz</a>.</p>

