



# DynaSpeak

## Application Form A

### Personal Details

Family Name: \_\_\_\_\_ Given Names: \_\_\_\_\_ Nickname: \_\_\_\_\_ Date of Birth: \_\_/\_\_/\_\_

Sex:  Male  Female Passport Number: \_\_\_\_\_ Nationality: \_\_\_\_\_ Occupation: \_\_\_\_\_

Address in Home Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_

Address in New Zealand (If available): \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_

Probable length of stay in NZ from: \_\_\_\_\_ to: \_\_\_\_\_

### Emergency Contact:

Who is your nearest relative or guardian (parent, relative or other)? \_\_\_\_\_  
(for contact in case of emergency)

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ E-mail: \_\_\_\_\_

### Previous English Studies

How long have you studied English? \_\_\_\_\_ years/months Other languages studied: \_\_\_\_\_

Where have you studied English?  Middle School  High School  Language School  University/College (Major): \_\_\_\_\_

What is your language level now? Do you think you are:

Complete Beginner  Elementary  Early Intermediate  Intermediate  Upper Intermediate  Advanced

Why do you want to study English?  Interest  Further Education  University  Work  Immigration to NZ  Other: \_\_\_\_\_

### Information to Assist DynaSpeak

How did you hear about DynaSpeak?  Friends  Agent  Advertising  Website  Embassy  Other: \_\_\_\_\_

What are your interests (Sports, Nature, Science, Music, Computing, etc.)? \_\_\_\_\_

### Accommodation and Medical Insurance

Do you want DynaSpeak to arrange accommodation for you?  No

Yes How long (number of weeks)? \_\_\_\_\_ from (1st night): \_\_\_\_\_ to (last night): \_\_\_\_\_

I prefer:  Homestay  University Residence  Backpacker Hostel  Hotel

Do you like pets?:  Yes  No Do you like children?  Yes  No Do you Smoke?  Yes  No

Airport pick-up required?  Yes  No

Flight arrival details: \_\_\_\_\_ or  I will supply later

If you do not require DynaSpeak Accommodation, where will you stay in NZ? \_\_\_\_\_

Do you have any special needs?  Food  Religious  Medical (including allergies)  Other

(please supply details) \_\_\_\_\_

International students must have appropriate and current medical and travel insurance while studying in New Zealand. For details go to [www.dynaspeak.ac.nz/insurance](http://www.dynaspeak.ac.nz/insurance).

Do you want DynaSpeak to arrange Travel and Medical Insurance?

Yes How many months? \_\_\_\_\_  No

# Conditions of Enrolment

## 1. Registration

A Registration fee of NZ\$235 is payable once only on your first application and is non-refundable. It covers the processing of your registration.

## 2. Accommodation

The Placement fee of NZ\$215 and the first 4 weeks of pre-paid accommodation is non-refundable. DynaSpeak acts only as an agent in arranging and paying for homestay or other accommodation. All periodic payments to accommodation providers are subject to a variable administration charge of 5-20%. The unused portion of all pre-paid accommodation fees after the first month will be refunded if you find other accommodation. You must give written notice to DynaSpeak of your intention to leave your accommodation. The notice period required for homestay is 3 weeks. Other notice provisions and terms may apply for other types of accommodation. Your homestay fee pays for accommodation, daily breakfast and dinner, and lunches at weekends. Other accommodation options do not include any meals. Unless otherwise agreed by DynaSpeak, you must leave your accommodation within 1 week of the end of your DynaSpeak course. DynaSpeak's full homestay rules are available at [www.dynaspeak.ac.nz/en/international/pages/conditions-and-rules](http://www.dynaspeak.ac.nz/en/international/pages/conditions-and-rules).

## 3. Payment and Course Changes

Course fees are accepted for lessons within the period specified at the time of payment. No fees paid will be credited to later classes or refunded if the student is absent for any period or for any other reason. Fees are not transferable. Payment may be made in cash (New Zealand currency), by cheque or bank draft, or by telegraphic transfer to the following account: ASB (branch: 12 Jellicoe Street, Auckland 1010) #12 3476 0002224 02 (DynaSpeak), New Zealand. SWIFT Code: ASBBNZ2A and IBAN: ASBBNZ2A 12 3476 0002224 02. Payment may be made using MASTERCARD and VISA credit cards. Course fees must be paid in full by 1.00pm on the Thursday preceding either the commencement date of your course or the expiry date of your current payment period.

## 4. All Course Costs

All prices given in this brochure are the total course cost and include Goods and Services Tax of 15%, but external exam fees are not included. Students are also required to pay their own bus fares on public transport when participating in organised extra-mural class activities within Auckland (e.g. visiting cultural attraction with teacher).

## 5. Mainstream Immersion, Elective and other classes

DynaSpeak may at any time substitute general English classes for Mainstream Immersion, Elective classes or Tutorials if regular staff are unable to provide scheduled lessons for any reason.

## 6. Class Placement

Entry to any DynaSpeak class or option, and award of certificates and recommendation for further study placement, are only permitted to students who have reached an appropriate attendance and achievement standard as determined by DynaSpeak in its sole discretion. Availability of courses is subject to enrolment.

## 7. Cancellation and Withdrawal

### A. All Students

If you cancel your course before arrival in New Zealand and more than 14 days before the course commencement date, as indicated in your original offer of place, DynaSpeak will refund 95% of the course fee, less the registration and placement fees. If you are not granted a requisite visa to study in New Zealand, DynaSpeak will refund 100% of the course fee, less the registration and placement fees.

B. Cancellation or withdrawal within 14 days prior to the original course commencement date or after arrival in New Zealand: DynaSpeak will refund the following: 1-12 week courses: 50% tuition fees for cancellations up to the first 5 consecutive course days from original course commencement date; 13+ week courses: 60% of tuition fees for cancellations up to the first 5 consecutive course days from original course commencement date.

C. After the first 5 consecutive course days from original course commencement date or upon subsequent enrolments or course extensions: Subject to accommodation notice requirements, DynaSpeak will refund any unused accommodation fees. No other fees can be refunded. All international students are required to hold adequate insurance, including cover for cancellation and loss of deposits in defined circumstances including bereavement, serious illness or accident.

## 8. Acceptance of Conditions, School Rules, Homestay Rules and Consequences

By applying to join DynaSpeak, the student accepts these Conditions and the Rules as published or amended by DynaSpeak ([www.dynaspeak.ac.nz/en/international/pages/conditions-and-rules](http://www.dynaspeak.ac.nz/en/international/pages/conditions-and-rules)), and any additional Regulations established by DynaSpeak or Te Wānanga o Aotearoa. Breach of any Condition, Rule or Regulation, or failure to comply with New Zealand law, may result in the suspension or expulsion of the student and forfeiture of fees. No refund will be given.

## 9. Personal Information

Subject to the provisions of the Privacy Act, 1993, personal information collected by DynaSpeak either during the application process or subsequently may be stored and used for the purposes of the school's administration, shared with Te Wānanga o Aotearoa or with other institutions or authorities and exploited for the purposes of promotion and publicity. The school may use photographs taken during the school's activities for publicity purposes.

## 10. Complaints Procedure and Governing Law

If a dispute arises, a Problem Resolution form is available from the school reception. If the matter cannot be resolved by discussion with the School Director or staff, complaints can be lodged with English New Zealand (PO Box 2577, Auckland), the New Zealand Qualifications Authority (email: [qadrisk@nzqa.govt.nz](mailto:qadrisk@nzqa.govt.nz) or go to the following link (<http://www.nzqa.govt.nz/assets/Providers-and-partners/Code-of-Practice/formal-complaint-form.pdf>) for the NZQA Complaint form) or your solicitor. Any dispute shall be resolved in the New Zealand courts under New Zealand law.

## 11. Protection of Student Fees\*

All pre-paid fees for students enrolled in the DynaSpeak course owned by Te Wānanga o Aotearoa are protected. DynaSpeak is wholly owned by Te Wānanga o Aotearoa, a crown entity within the New Zealand government's state tertiary education system.

## 12. No Liability

DynaSpeak takes care to help you enjoy your stay in New Zealand. It is essential to insure your health and personal property for the duration of your stay. DynaSpeak or Te Wānanga o Aotearoa will not be responsible for any loss, damage or injury to persons or property or suffered by you whether at school, during excursions or with a homestay family, except where liability is imposed by New Zealand law. DynaSpeak reserves the right to vary course details, prices and dates without notice and will not be liable if published courses or contracted services cannot be provided.

## 13. Eligibility for Health Services

Most international students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly funded health services are available through the Ministry of Health, and can be viewed on their website at [www.moh.govt.nz](http://www.moh.govt.nz)

## 14. Accident Insurance

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on the ACC website at [www.acc.co.nz](http://www.acc.co.nz)

## 15. Medical and Travel Insurance

International students must have appropriate\*\* and current medical and travel insurance while studying in New Zealand.

## 16. Rights Reserved

DynaSpeak reserves the right to alter prices or any of the terms or conditions described in this brochure without notice at any time and to deny enrolment to any person without explanation.

\* For additional information about refund conditions in the event of a course not being provided as contracted due to a decision by the institution or by NZQA, please go to the following link ([http://dynaspeak.ac.nz/app/webroot/uploads/files/Refund\\_of\\_Fees\\_-\\_Google\\_Docs.pdf](http://dynaspeak.ac.nz/app/webroot/uploads/files/Refund_of_Fees_-_Google_Docs.pdf))

\*\* For details of appropriate insurance go to the following link ([http://dynaspeak.ac.nz/app/webroot/uploads/files/Criteria\\_required\\_for\\_appropriate\\_Medical\\_and\\_travel\\_insurance\\_-\\_Google\\_Docs.pdf](http://dynaspeak.ac.nz/app/webroot/uploads/files/Criteria_required_for_appropriate_Medical_and_travel_insurance_-_Google_Docs.pdf))



# DynaSpeak

## Application Form B

Family Name: \_\_\_\_\_ Given Names: \_\_\_\_\_

### Study with DynaSpeak

(Note: DynaSpeak classes begin each Monday except holidays)

When will you begin your DynaSpeak course? \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Day Month Year

How many weeks will you apply for?

(Please refer to the Course Schedule on page 2 of this Course Guide)

### DynaSpeak English Courses

**Phase 1**  This is my first enrolment to DynaSpeak.

Or  I have studied at DynaSpeak before for less than 6 months in total and my speaking ability is less than upper intermediate.

Option 1: Full Time Mainstream Plus25 25 hours per week \*Number of weeks: \_\_\_\_\_

Option 3: Part Time Mainstream Immersion10 10 hours per week Number of weeks: \_\_\_\_\_

\*Note: Students booking more than 24 weeks transfer to Phase 2 at or before 24 course weeks have elapsed.

**Phase 2**  I am applying to Phase 2 because I have previously completed 12-24 weeks of the DynaSpeak English course and my speaking ability is upper intermediate or higher, or

I am applying to Phase 2 because my English level is mid-intermediate with speaking ability of upper intermediate or higher.

Option 1: Full Time Elective Pro25 25 hours per week Number of weeks: \_\_\_\_\_

Option 2: Full Time (Accelerated) Elective Ultra35 35 hours per week Number of weeks: \_\_\_\_\_

I am studying English because I am interested in the following academic pathway:

Junior and English for School Studies (ages 11-15)  CAMBRIDGE for Young Learners

Foundation or Senior High School Studies (ages 14-18)  CAMBRIDGE KEY & PET

Academic English (ages 16+) plus  IELTS  CAMBRIDGE  TOEFL

Business and Workplace Communication (ages 16+)  Working Holiday  BEC  TOEIC  OET  BULATS

English for ELT (ages 16+) plus  TESOL  CAMBRIDGE TKT

I wish to enter the following Tertiary (university - level) programme after my DynaSpeak English course:

Certificate or Foundation  Diploma  Bachelor Degree  Graduate Diploma

Post-Graduate Diploma  Masters  Doctorate

I want to apply to (Institution): \_\_\_\_\_ I plan to study (Subject): \_\_\_\_\_

### Acceptance of Conditions and Rules

I understand that by applying to enter a DynaSpeak programme I accept and am bound by the conditions of enrolment, school rules and (where applicable) accommodation or homestay rules available at [www.dynaspeak.ac.nz/conditions](http://www.dynaspeak.ac.nz/conditions) which I have either read or had explained to me, and I agree that during my course I will adhere to regulations established by DynaSpeak and Te Wānanga o Aotearoa. The information I have provided is correct and complete and I have not withheld any information that could affect my enrolment.

Signed by: \_\_\_\_\_ (Student)

(Signature of parent or legal guardian required if under 18 years of age)

(Please send both Application Forms A and B)

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Day Month Year