



# Study Abroad & Exchange

## 2020 Fact Sheet

We welcome students from all over the world on study abroad & exchange programmes for one or two semesters of study.

### Nomination and application deadlines

#### Semester A (February - June)

- Nomination deadline: 1 November
- Application deadline: 1 December

#### Semester B (July - November)

- Nomination deadline: 1 April
- Application deadline: 1 May

### Application process

All study abroad and exchange students must complete the [Online Application Form](#) and will also need to submit:

- Original copies of academic transcripts from previous tertiary study
- Evidence of English language proficiency (if applicable)
- Copy of passport
- Paper Selection Form (provided in application)

View the [full application process](#).

### Important dates

#### A semester 2020

- Move in: 22-23 February
- Orientation: 24-28 February
- Classes begin: 2 March
- Semester break: 13-24 April
- Classes end: 5 June
- Final exams: 15-26 June

#### B semester 2020

- Move in: 4-5 July
- Orientation: 6-10 July
- Classes begin: 13 July
- Semester break: 24 August – 4 September
- Classes end: 16 October
- Final exams: 26 October - 6 November



### KEY CONTACTS

#### International Office

Primary contact incoming students, nominations, exchange balances:

- Ms. Kendra Corey, Study Abroad & Exchange Manager  
[kcorey@waikato.ac.nz](mailto:kcorey@waikato.ac.nz)  
Tel: +64 7 837 9425

Outgoing students:

- Ms. Jaydene Meadows, International Officer – Study Abroad & Exchange  
[jmeadows@waikato.ac.nz](mailto:jmeadows@waikato.ac.nz)  
Tel: +64 7 837 9477

Agreements and short term programmes:

- Ms. Charlotte Blackwell, International Coordinator  
[charblac@waikato.ac.nz](mailto:charblac@waikato.ac.nz)  
Tel: +64 7 837 9405

#### International Student Services Office

Arrival, orientation, and pastoral care:

- Ms. Bianca Nichol, International Student Advisor  
[biancan@waikato.ac.nz](mailto:biancan@waikato.ac.nz)  
Tel: +64 7 837 9529

#### Admissions

Admissions, enrolment and paper selection:

- Ms. Deborah Jiang, Admissions Administrator  
[djiang@waikato.ac.nz](mailto:djiang@waikato.ac.nz)  
• Tel: +64 7 858 5146

#### Accommodation

- Ms. Helen Baldock, International Accommodation Coordinator  
[int.accom@waikato.ac.nz](mailto:int.accom@waikato.ac.nz)  
Tel: +64 7 858 5146





## Academic and enrolment requirements

### Academics

Waikato uses the term 'paper' to refer to a course, and courses will have different workload values (typically 15 points). When students apply, they are requested to review the [list of available papers](#) and complete the Paper Selection Form, which will then be assessed so that a list of pre-approved papers can be provided to the student. This pre-approval process will allow students to easily register upon arrival. However, students may not enrol in papers prior to arrival on campus; enrolment is completed during Orientation week.

Study abroad & exchange students are eligible to study a maximum of 60 points while at Waikato. In practice, a typical full-time workload equates to four undergraduate papers worth 15 points each. In order to be considered full-time for student visa purposes, students may not enrol in fewer than 45 points.

60 Waikato points typically equates to 12-16 semester credits at a US institution, depending on their course structure; or 30 ECTS in the European model.

### Student Visa

Before coming to New Zealand, study abroad & exchange students need to obtain a student visa from [Immigration New Zealand](#). Once students are accepted, they will receive an 'Offer of Place' letter that is required to begin the student visa application.

### Compulsory Medical & Travel Insurance

All new international students are required to purchase an approved insurance policy in order to be enrolled at Waikato. Students are automatically enrolled in the University's insurance policy, [Studentsafe](#), at time of enrolment. If your institution has a compulsory policy for outbound students, this would need to

be assessed if purchase of the Waikato policy was to be waived. Exemptions are rare, as the policy is quite strict on its requirements.

## Accommodation & arrival

The [Accommodation Office](#) offers a variety of housing options: fully-catered residence halls, self-catered flats, and homestays, as well as information about off-campus accommodation.

Campus housing is guaranteed for study abroad and exchange students if the accommodation application is submitted on time. For A semester, the application opens 1 August and is due no later than 15 January. For B semester, the application opens 1 April and is due no later than 1 June. Students are strongly encouraged to apply early to secure their preferred housing option. Self-catered flats are in the highest demand and not always available.

All students must complete the [Arrival Form](#) at least 1 week prior to arriving in New Zealand. Completing arrival information allows for a complementary door-to-door airport shuttle from Auckland, Hamilton, or Tauranga airports to the student's accommodation address.

## Student orientation

In the week prior to classes starting, there is a full schedule of orientation events and information sessions that students can attend. In addition to these events, study abroad & exchange students have a compulsory orientation event that provides essential information on enrolment, workload, change of enrolment/withdrawal deadlines and student support.

## Ongoing student support

The International Student Services Office has a team of student advisors who act as a point of first-contact for students who require support with living and studying at Waikato as international students.

Study abroad & exchange students have a designated student advisor as a first point of contact, but all of the student advisors may be of assistance in situations where the designated advisor is not available. In addition, each School/Faculty has international support advisors available.

Learning support is also available via the University's Student Learning Unit. There are also professional medical and counselling staff based on-campus which are available to all Waikato students.

## Transcripts

All study abroad & exchange students are provided with an academic transcript for their studies at Waikato. These are processed as semester results are finalized, and mailed to the home institution. Where possible, issuing of final results will be accelerated if there is a reason for urgency (i.e. graduation) but this cannot be guaranteed.



THE UNIVERSITY OF  
**WAIKATO**  
*Te Whare Wānanga o Waikato*

NEW ZEALAND