

Enrolment Application

PLEASE TYPE OR WRITE DETAILS CLEARLY. ALL SECTIONS MUST BE COMPLETED.

SECTION A: APPLICANT DETAILS <i>(State your full LEGAL name as it appears on your birth certificate or passport)</i>			
FIRST NAME		MIDDLE NAME/S	
SURNAME			
PREFERRED NAME			
PREVIOUS FULL LEGAL NAME			
[If you have changed your name by marriage, civil union, deed poll, or statutory declaration, you may be registered with the New Zealand Qualifications Authority under your previous name.]			
GENDER	<input type="checkbox"/> MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> OTHER <input type="checkbox"/> PREFER NOT TO SAY		
DATE OF BIRTH		NZQA NSN <i>(If known)</i>	
STREET ADDRESS		SUBURB	
TOWN CITY		POST CODE	
EMAIL <i>(Please print CLEARLY)</i>			
MOBILE <i>(Please print CLEARLY)</i>			
ETHNICITY [Tick the ethnic group that most closely resembles who you belong to – for statistical purposes only]			
NZ Māori*	Chinese	Greek	
NZ European/Pakeha	Korean	Indian	
British/Irish	Japanese	Italian	
Samoan	Vietnamese	Latin American	
Tongan	African	Middle Eastern	
Niuean	Filipino	Polish	
Fijian	German	Dutch	
Australian	Cambodian	Other Asian	
Tokelauan	Other – Pasifika	Other Southeast Asian	
Cook Island Māori	Sri Lankan	Other	
* Iwi – If you selected NZ Māori above, please state the name(s) of your iwi: (This information will be shared with your iwi, if stated)			
I don't know		I don't identify with iwi	
RESIDENCY and CITIZENSHIP <i>[Please tick one]</i>			
NZ Citizen		Australian Citizen	
NZ Permanent Resident <i>(Copy Required)</i>		Australian Permanent Resident	
Other e.g., Work Visa <i>(Copy Required)</i> Please Specify:		Citizen of Niue, Cook Islands, or Samoa	
PROOF OF IDENTITY <i>[A clear copy of photo identification must be attached]</i>			ID Attached <input type="checkbox"/>
NZ Citizen <i>[Photo Identification Required, e.g., driver licence or passport]</i>			
All others <i>[Passport noting Residency Status OR one form of photo ID plus Proof of Residency Letter]</i>			

SECTION B: APPLICANT HISTORY <i>[Required for TEC Statistical Purposes]</i>		
Last Secondary School Attended in NZ		
Last Calendar Year at NZ Secondary School		
Please specify the country if you attended school in another country		
Highest secondary school qualification achieved (tick one):		
<input type="checkbox"/> No formal secondary school qualification		
<input type="checkbox"/> 14 or more credits at Level 1		
<input type="checkbox"/> NCEA Level 1 or School Certificate		
<input type="checkbox"/> NCEA Level 2 or 6 th Form Certificate		
<input type="checkbox"/> NCEA Level 3 – Bursary or Scholarship		
<input type="checkbox"/> University Entrance		
<input type="checkbox"/> Overseas Qualification <i>[please specify and provide copies of qualification/results]</i>		
Highest tertiary qualification achieved (tick one)		
<input type="checkbox"/> No Qualification		
<input type="checkbox"/> Certificate Level:		
<input type="checkbox"/> Diploma Level:		
<input type="checkbox"/> Bachelor's Degree		
<input type="checkbox"/> Master's Degree		
<input type="checkbox"/> Post Graduate Diploma/Certificate, Bachelor Honours		
<input type="checkbox"/> Doctorate		
LEARNING SKILLS ASSESSMENT <i>[Your programme will contain knowledge and skill assessment that may include numeracy and literacy.]</i>		
If English is not your primary language – please specify:		
Do you have a physical disability that may affect you in the workplace?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please specify:		
Are you aware of anything that may have impacted your learning at school? This could be a literacy issue or numeracy issue.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please list any issues you are aware of:		
Are there any cultural needs that MAST may need to be aware of to support your learning?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please specify:		
PREVIOUS EMPLOYMENT or ACTIVITY		
<input type="checkbox"/> Secondary School Student	<input type="checkbox"/> College of Education Student	
<input type="checkbox"/> Wage or Salary Worker	<input type="checkbox"/> House Person or Retired	
<input type="checkbox"/> Polytechnic Student	<input type="checkbox"/> Wananga Student	
<input type="checkbox"/> Self Employed	<input type="checkbox"/> Overseas	
<input type="checkbox"/> Private Training Establishment Student	<input type="checkbox"/> University Student	
<input type="checkbox"/> Non-employed or Beneficiary	<input type="checkbox"/> Other	

SECTION C: EMPLOYER DETAILS			
COMPANY NAME			
TRADING AS <i>(if applicable)</i>			
STREET ADDRESS			
SUBURB			
TOWN/CITY		POSTCODE	
PHONE			
PRIMARY CONTACT DETAILS			
NAME			
JOB TITLE			
PHONE			
EMAIL			
WORKPLACE TRAINER DETAILS			
NAME			
JOB TITLE			
PHONE			
EMAIL			

SECTION D: TRAINING FEES			
NAME OF PROGRAMME			
START DATE		PROJECTED END DATE <i>(If known)</i>	
PROGRAMME FEE	\$1,200.00 +GST per annum		
BLOCK COURSE FEE	\$1,278.00 +GST per Block Course <i>(If applicable)</i>	Electrical \$1,560.00 +GST per Block Course <i>(If applicable)</i>	
Are you eligible for Fees Free? Yes No <i>Please check your eligibility at www.feesfree.govt.nz</i>			
Apprenticeship Boost (for employers until end of 2023) <i>You might be eligible for the Apprenticeship Boost. To check eligibility, go to:</i> https://www.workandincome.govt.nz/employers/subsidies-training-and-other-help/apprenticeship-boost/index.html <i>Please note, you can only apply for the subsidy once the learner is registered in an apprenticeship, and you must apply under your registered company name.</i>			

SECTION E: PAYMENTS			
The programme/apprenticeship costs are outlined in Section C. MAST Academy will invoice these costs annually to the employer.			
<input type="checkbox"/> Employer: Agrees to pay programme/apprenticeship costs as outlined in Section C.			
EMPLOYER NAME (Accounts In-charge)			
COMPANY NAME			
EMAIL ADDRESS (Accounts In-charge)			
EMPLOYER SIGNATURE		DATE	

SECTION F: WITHDRAWAL AND FEE REFUND POLICY	
All withdrawals must be in writing and signed by both the employer and apprentice.	
Within 30 days of enrolment	Full refund less 20% administration fee.
After 30 days of enrolment up to 12 months	Pro-rata on monthly rate plus 20% administration fee
Post 12 months of enrolment	No refund
For short courses of under 6 months duration, the following withdrawal and refund policy applies.	
Within 30 days of enrolment	Full refund less 20% administration fee.
After 30 days of enrolment up to 12 months	Pro-rata on a monthly rate plus 20% administration fee.
No show at course with no legitimate reason	No refund
<p>Apprentice and employer agree that any programme of learning/course/apprenticeship where there is an expected duration/end date, any assessments/assignments not completed within a 90-day period of the designated duration will attract a \$100 + GST per month over-duration fee. This applies while you are active in the programme.</p> <p>MAST Academy agrees to discuss and provide the learner/apprentice and the employer with an individual learning plan outlining the programme to be completed to gain the qualification.</p> <p>MAST Academy agrees to register any credits and course completion with NZQA within 90 days of the assessment being marked as competent/achieved.</p> <p>The learner/apprentice agrees to complete satisfactorily 75 credits (minimum) per year. Failure to do so may result in withdrawal from the programme with no refund being applicable.</p> <p>The learner/apprentice declares that all work they complete in the workplace as part of any assessment/assignment is their own work.</p> <p>Plagiarism in any form is not acceptable and may result in MAST Academy withdrawing you from the programme. Where applicable referencing/citing of sources must be stated. Where artificial intelligence is used to write answers non-completion an immediate withdrawal will follow. No refund as this is a serious misconduct.</p>	

SECTION G: INTELLECTUAL PROPERTY – Training Resources and Assessments (Digital or Hard Copy)

All training resources and assessments whether in digital or hardcopy remain the property of MAST Academy and cannot be reproduced in any format without written permission from the MAST Academy Training Manager.

I declare that all work produced will be my own (Name _____)

I agree to MAST Academy collecting and sharing information about the apprentice/learner with NZQA, TEC, the employer and any other government department as required by law. I agree that my results may be published in MAST Academy promotional material on completion of the qualification.

LEARNER/APPRENTICE SIGNATURE		DATE	
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EMPLOYER SIGNATURE		DATE	
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CONSULTATION APPROVAL
 If the Learner is under the age of 18 (but still must be over the age of 16) they must gain approval from a parent or guardian or lawyer to enrol in a training programme with MAST Academy.

PARENT/GUARDIAN NAME			
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PARENT/GUARDIAN SIGNATURE		DATE	
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Email your Completed Enrolment Application to enrolments@mastacademy.com

When your enrolment has been processed your designated Training Advisor will be in contact with you to get you started.



For MAST Office Use Only

MAST Academy Training Advisor				
Photo ID Received				
Immigration/ Visa Confirmation received (if applicable)				
Enrolment Processed				
Confirmation Sent	Learner		Employer	

PROGRAMMES AND FEES

PROGRAMME	Level	Credits	Duration (months)	Annual Programme Fee (+GST)	Block Course Fee (+GST) per B/C (if required)	Total Programme Fee
NZ Certificate in Alloy Production Boat Building	4	244	40	\$1,200.00		\$4,000.00
NZ Certificate in Composite Production Boat Building	4	240	43	\$1,200.00		\$4,300.00
NZ Certificate in Boat Building - Alloy	4	287	48	\$1,200.00	\$1,278.00 (x1)	\$6,078.00
NZ Certificate in Boat Building - Composite	4	319	57	\$1,200.00	\$1,278.00 (x1)	\$6,978.00
NZ Certificate in Boat Building - Wood	4	329	55	\$1,200.00	\$1,278.00 (x1)	\$6,778.00
NZ Certificate in Power Boat Systems Servicing and Repair (Technician)	4	230	42	\$1,200.00		\$4,200.00
NZ Certificate in Power Boat Rigging	4	185	30	\$1,200.00		\$3,000.00
NZ Certificate in Marine Systems Engineering	4	282	48	\$1,200.00	\$1,278.00 (x2)	\$7,356.00
NZ Certificate in Marine Electrical - Electronic	4	221	36	\$1,200.00	\$1,560.00 (x3)	\$8,982.00
NZ Certificate in Composites L4	4	210	40	\$1,200.00		\$4,000.00
NZ Certificate in Composites L3	3	132	24	\$1,200.00		\$2,400.00
NZ Certificate in Boatyard Operations	4	126	24	\$1,200.00		\$2,400.00
NZ Certificate in Marina Operations	4	122	24	\$1,200.00		\$2,400.00
NZ Certificate in Marine Coatings - Exterior	4	188	32	\$1,200.00		\$3,200.00
NZ Certificate in Marine Coatings - Interior	4	180	30	\$1,200.00		\$3,000.00
NZ Certificate in Marine Interiors	4	243	38	\$1,200.00		\$3,800.00
NZ Certificate in Composite Sail Making	4	154	28	\$1,200.00		\$2,800.00
NZ Certificate in Yacht Rigging	4	153	26	\$1,200.00	\$570.00	\$3,170.00
NZ Certificate in Composite Spar Making	4	213	36	\$1,200.00		\$3,600.00
NZ Certificate in Industrial Textile Fabrication	3	120	19	\$1,200.00		\$1,900.00
LCP – Pre-Apprenticeship	3	33	5	\$250.00		\$250.00