



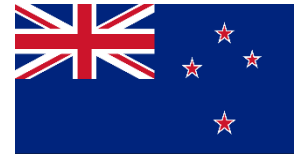
Rutherford College

STUDENT AND PARENT PRE-DEPARTURE INFORMATION

Preparing for your time at Rutherford College



Welcome to Rutherford College, Auckland, New Zealand



Welcome to New Zealand and thank you for choosing Rutherford College for your overseas experience. The following is some information that we have prepared to support your move to NZ. We strongly encourage you to view our website to familiarise yourself with what you can expect at [Rutherford College](#).

New Zealand is a special place to visit, travel and study. We have beautiful beaches, lovely forests, snowy mountains, green farmland, interesting cities and towns and friendly, welcoming people. The population of New Zealand is 5.1 million people. English, Maori and New Zealand Sign Language are official languages, although most people speak English. We hope you enjoy your time here, learn something new and make new friends.

Climate and Weather

The average New Zealand temperature decreases as you travel south. January and February are our warmest months, and July is our coldest month of the year. A helpful website to check the climate and weather in Auckland is:
www.newzealand.com/int/feature/new-zealand-climate-and-weather

The weather in Auckland can change fast. Be prepared for changes in weather and temperature, particularly if doing outdoor activities. Packing a jacket, sun hat and sun block is always recommended.

Below is a map of New Zealand. Rutherford College is in Auckland; can you find us on the map?



Prior to Beginning to Travel

Visa and Immigration

Before travelling to New Zealand, you are required to have a Visa. You also need to make sure your passport is valid for at least six months after your expected departure date.

[Immigration New Zealand website](#) contains a lot of information targeted to International Students including full details of the visa requirements, information to help you apply for your student visa and a guide to part time employment while you study.

Comprehensive Insurance Policy

The New Zealand Government requires you to have comprehensive insurance to cover your travel and the cost of medical treatment during your stay in New Zealand. Insurance policies must meet the requirements of The Education (Pastoral of Tertiary and International Learners) Code of Practice 2021. We strongly advise that Rutherford College arranges insurance for you.

Our preferred Insurance provider is [Uni-Care Insurance – Student Plan](#).

Please check with your agent or Rutherford College if you plan to arrange your own insurance as many overseas policies do not meet the requirements. Full details of the schedule of cover (in English) must be submitted to Rutherford College prior to travel for approval. If appropriate evidence is not provided, Rutherford College may organise insurance it considers appropriate and pass on this cost to the student or parents.

Your comprehensive Insurance Policy must cover:

- Travel to and from NZ and within NZ
- Medical care in NZ, including diagnosis, prescription, surgery, and hospitalisation.
- Repatriation/expatriation of student, if necessary, as a result of serious illness or injury, including cover of travel costs incurred by family members assisting repatriation or expatriation
- Death of student, including cover of travel costs of family members to and from NZ, cost of repatriation or expatriation of body and funeral expenses

Please note that if you have a medical condition, you MUST disclose this to the insurance company. If Rutherford College is arranging your insurance, you MUST tell us about any medical conditions. You should also insure any valuable property that you will be travelling with against loss and theft.

If Rutherford College has already purchased your Insurance with Unicare on your behalf, please ensure that you have read your student policy that we have sent to you via email.

- If you have any Pre-existing Medical conditions they must be declared using the link in your insurance policy email.

To claim on your insurance for lost or stolen items, you must have your proof of purchase.

In most cases, if you go to the doctor while you are in New Zealand, you will need to pay for the visit and then claim the cost back later with your insurance company.

Please note that New Zealand offers many Adventure Activities such as Bungy Jumping / Water based activities and Bush based activities. These activities are often NOT covered by your insurance policy. We strongly suggest checking your policy details to see if these are covered before arranging any activity.

Rutherford College Policies - Code of Conduct and Investigation Procedure

As it has been some time since the enrolment application was completed. Here is a reminder of Code of Conduct, Investigation Procedure and Refund Policy, please take some time to review these.

[Code of Conduct](#)

[Investigation Procedure](#)

[Refund Policy](#)

Additional documents and valuable information can also be found within the [International Student section of the Rutherford College website](#)

All [Rutherford College Policies](#) are available for you to accessed online. There is a section specifically for international learners.

Username = rutherfordcollege **Password** = kotuku

What Should You Pack?

Below are some items we suggest you pack for your time in New Zealand. Depending on the time of the year you are coming, you will need to bring different things.

- Return airline ticket.
- Passport, current visa to study in New Zealand and your offer of place letter
- Travel/medical insurance policy
- Any medication you take.
- Laptop and mobile phone – load contact telephone numbers into your phone.
- Credit card
- Scientific calculator
- Pocket money
- A few personal belongings to help your room feel like home.

If you are bringing anything valuable (i.e. camera, phone, laptop etc), you **MUST** have copies of the purchase receipt. If you damage or lose them, you will not be able to claim for insurance if you don't have proof of the purchase price.

If you are coming during our spring and summer months we suggest:

- Swimwear, sunhat, sunglasses, and sunscreen
- Shorts and/or skirts
- T-shirts and/or short sleeve shirts
- Jumper and/or sweatshirt
- Light raincoat
- Good walking shoes and sandals

If you are coming during our autumn and winter months we suggest:

- Warm waterproof jacket
- Jumper and/or sweater
- Long pants and/or jeans
- Long sleeved shirt and/or t-shirt
- Scarf, hat, and gloves
- Good walking shoes

Things You Cannot Bring into New Zealand

Some items are not allowed into New Zealand. The [NZ Customs website](#) has full details of these. These include food, plants, and animal products.

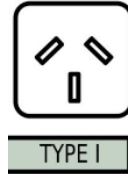
If you do not declare your items, you will be fined around NZ\$400.00 and the items will be taken from you. Please read the website, for further clarification

Medication

If you are entering New Zealand with prescription medicines or controlled drugs on you or in your luggage you should read carefully the information on [NZ Customs website](#).

Electricity and Plugs

NZ's electricity is 230/240 volts, with international plug type I.



Homestays

If you are staying in a homestay, you will receive details of this separately.

- There is also separate [Homestay Pre departure Booklet](#) and also [Lake Panorama Student Homestays Handbook](#) that you will be sent. You should read these carefully.

Arrival into New Zealand

Your flight into New Zealand will be at Auckland International Airport.

The process into the arrival area is the same at all New Zealand airports.

Complete a Passenger Arrival Card / information on board the flight



Give your Passenger Arrival Card to the Immigration Officer at Passport Control



The officer will check your passport, visa and Passenger Arrival Card.
They may ask you questions like: Where are you going to be staying?
Where was your last destination? Do you have any food with you?



After your passport and visa has been checked you will get an Immigration New Zealand stamp in your passport



Your passport and Passenger Arrival Card will be returned to you



Collect your bags from the baggage claim area



Give your Passenger Arrival Card to the officer at the Customs and Biosecurity



Your bags will go through an x-ray machine and inspectors might look in your bags



Once you have been cleared by Customs and Biosecurity you will walk through the arrival doors



Welcome to New Zealand!



Please read your Introduction information to see how you will get to your homestay.

Do not leave the airport until you meet your contact person. Have their phone number loaded into your phone in case you need to contact them.

Orientation

On your first day at Rutherford College, you will be brought to school before 8:40am by your host family or carer. You should come directly to the International Village and bring with you your passport, a pen, some paper to write on, your device and lunch/drink for the day.

You will take part in an orientation programme during your first week that will include:

- A tour of the school and visit to Te Kōtuku marae.
- Meeting our International Department team
- Receiving information about how to become involved in sports teams and cultural groups.
- An English language (and possibly Mathematics) assessment to help us build your learning programme.
- Transport information to help you get to and from school. Most students walk or catch a bus.
- Getting a photo taken for your student I.D
- Meeting the pastoral support team so you know who is available to assist you.

Our aim is for you to feel comfortable and confident within Rutherford College prior to attending timetabled classes. There may also be the opportunity for you to attend a pōwhiri (traditional Maori welcome).

An updated copy of the Orientation book is attached, It can be accessed on our website if you wish to read this before your arrival. A paper copy will be given to you at orientation.

Stationery requirements will be given to you once your timetable is finalised. You may wish to bring some basic stationery items with you.

Stationery can be purchased locally from a range of shops such as [Warehouse Stationery](#) and [Whitcoulls](#).

School Uniform

During your time at the school, you may need to wear the school uniform. You can buy the uniform once you are in New Zealand from.... The approximate cost of the uniform is \$450.

You can buy the following items in your home country before you come:

<https://theuniformshoppe.co.nz/location/the-uniform-shoppe-avondale/rutherford-college/>

You can read the Rutherford College uniform guidelines on our website:

<https://www.rutherford.school.nz/student-life/uniform>

Cell Phones

International students attending Rutherford College are required to have a NZ capable cellphone. You may choose to bring your own phone from your home country and get a NZ SIM card (we can assist with this if you need help). Please note, cell phone use during school hours is not allowed under NZ law, phones must be off and not visible.

Computers/Devices

International students should bring their own device with them. Wi-Fi is available throughout the school and device use is a regular part of your study.

The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021

[The Education \(Pastoral Care of Tertiary and International Learners\) Code of Practice 2021](#) sets out the requirements that education providers must meet for the wellbeing and safety of international school students studying in New Zealand.

Rutherford College is proud to be a signatory to the code and abides by it.

[The Rutherford College website](#) (International section) has links to relevant policies and procedures and also information that will assist you to prepare for your study with us.

Complaints and Problems

Our aim is for you to enjoy your time at Rutherford College achieve your goals and learn to your potential. If, however, you have any problems or complaints you should talk with the International Department Staff, we want to help you.

Director of International Students:	Fiona Bridges	bridgesf@rutherford.school.nz
International Student Administrator:	Rachael Mitchell	mitchellr@rutherford.school.nz

If they are unable to help you, you should talk with or email the Principal.

Principal:	Mr Moore	principal@rutherford.school.nz
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If Mr Moore is unable to help you, you should contact the Board of Trustees.

If you are not satisfied by the outcome of our complaints process, you may notify the New Zealand Qualifications Authority (NZQA). Please refer to the [NZQA website](#) for more information on their role and process.

You may also be able to take your complaint to [Study Complain](#)s – a dispute resolution provider specialising in supporting international students in resolving disputes with their schools.

Helpful Links

Naumai NZ

Information and suggestions to help you find your way, connect and explore your new home. <https://naumainz.studyinnewzealand.govt.nz/>

Tourism New Zealand

Tourism New Zealand's offers some valuable information about tourism opportunities for families while in New Zealand. www.tourismnewzealand.com

100% Pure New Zealand

100% Pure New Zealand offers some valuable suggestions and information about tourism opportunities for families while in New Zealand. www.newzealand.com/int/

Study in New Zealand

The official Government site for advice on studying abroad in New Zealand. This site offers information on a range of courses at universities, institutes and schools. You can also read student stories of real life experiences and learn important information about the costs of living in New Zealand. www.studyinnewzealand.govt.nz

Immigration New Zealand's Studying in New Zealand

This site offers information about studying in New Zealand, student life and working while studying. This site also offers information about visa options for students and families. <https://www.immigration.govt.nz/study/>

NZQA's Studying in New Zealand

This site offers further information about New Zealand qualifications, secondary school and NCEA, Tertiary education and quality assurance of education in New Zealand. www.nzqa.govt.nz/studying-in-new-zealand

Education New Zealand

Education New Zealand (ENZ) raises awareness of New Zealand as a study destination and supports education providers and businesses to export their services and products. www.enz.govt.nz

Disputes Resolution Scheme

[The International Student Contract Dispute Resolution Scheme Rules 2016](#) is legislation that supports students to resolve complaints with their education provider. [iStudent Complaints](#) helps international students resolve complaints with their education provider if necessary. <https://www.istudent.org.nz/> ph:0800 006675