

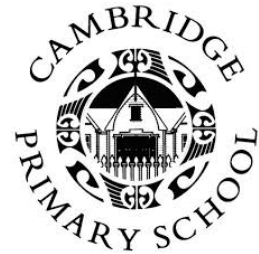
Cambridge Primary School

3 Wilson Street
Cambridge 3434
NEW ZEALAND

Phone: +64 7 827 5316

Email: international@cambridgeprimary.co.nz

Website: www.cambridgeprimary.co.nz



SUMMARY OF APPLICATION PROCESS

		Office Use Only
1.	Parents complete the Application Form and Contract of Enrolment and submit it to CPS, along with a copy of their child's passport and most recent school report.	
2.	Parents complete the Accommodation Agreement (if they require homestay accommodation for themselves or their child) and submit it to CPS.	
3.	Parents complete the Designated Caregiver Agreement (if their child will be living with a relative or close family friend) and submit it to CPS (for students over the age of 10 years).	
4.	If a place is available for your child at the appropriate year level, CPS will send you an Offer of Place and an invoice for payment of tuition fees.	
5.	When the tuition fees have been paid into our school bank account, CPS will send you a receipt.	
6.	Parents apply to Immigration New Zealand for a Student Visa or Visitor Visa (up to 3 months in a single period of study).	
7.	Once the visa has been granted, parents advise CPS of their travel plans and send us a copy of their medical and travel insurance policy (in English).	
8.	Prior to arrival, CPS will send parents a welcome letter with details about the class their child has been placed in and information about their homestay placement (if applicable).	

NOTE: All students under the age of 10 years **must** live with a parent or legal guardian while they are enrolled at Cambridge Primary School.