

Enrolment Application  
2019



**The Villa NCEA Academy –**  
*The unique approach for Years 11-13*



*Pathway to Opportunity*



## Admissions

### Procedure for Admission:

Students can apply to enter the academy at any level. Applications must be made on the official application form (contained within this document) or available on the 'Villa Education Trust' website [www.villaeducation.org.nz](http://www.villaeducation.org.nz) within 'The Villa NCEA Academy' folder.

### Interviews:

On receipt of the application, both the student and the parent(s) will be invited to attend a 30 minute interview.

### Supporting documents:

**Please include the following with the completed application form:**

A copy of the child's last school report.

A passport sized photograph.

An application fee of \$200 (Please note, this fee is non-refundable. Receipt of this fee does not guarantee a place at the academy).

**Please forward your completed application to:**

**Enrolments  
The Villa NCEA Academy/  
Mt Hobson Middle School  
P.O. Box 74276  
Greenlane  
Auckland 1546**



# Application for Enrolment

## The Villa NCEA Academy



Given names .....

Family name .....

Date of Birth..... Nationality.....

Ethnic Group..... Languages Spoken.....

NZ Residency (for non-NZ citizens) Yes ..... No ..... Gender.....

Home Address (with Postcode).....

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Home telephone: .....

Proposed Year of Entry to the Villa NCEA Academy: Year 20..... Level: Year.....

Previous Schools attended and years of attendance:

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Medical: (Please state any medical conditions and school requirements in view of these)

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**Parents:**

**Mother/Guardian:**

Name (in full).....

Occupation.....

Address.....

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Home telephone.....  
Business telephone.....  
Mobile telephone.....  
E-mail address.....

**Father/Guardian:**

Name (in full).....  
Occupation.....  
Address.....  
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Home telephone.....  
Business telephone.....  
Mobile telephone.....  
E-mail address.....

Any special requirements or requests with regards to contacts about the child's schooling  
(including where reports should be sent).  
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**Alternative Emergency Contact:**

Name (in full).....  
Relationship to student.....  
Home telephone.....  
Business telephone.....  
Mobile telephone.....  
E-mail address.....

**Person responsible for the payment of fees:**

Name.....

Address.....

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Home telephone.....

Business telephone.....

Mobile telephone.....

E-mail address.....

**Referees:**

List the names, addresses and phone numbers of two persons (not relatives) who will act as referees for this application.

1. ....

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2. ....

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Has your child seen any Education Specialists in the past 5 years or received any additional classroom assistance? **Yes / No**

If **Yes** please provide details (additional space is provided on the last page).

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**Declaration:**

I have read the prospectus information and understand the special character of the academy, and the rules that will apply, and as a condition of acceptance of the above student, agree to abide by them. I declare that the information provided in this enrolment application is true and correct and we understand the Privacy Act information as given below.

**Signature of parent/guardian**.....

**Date**.....

**Privacy Act**

The information in the application form is being collected for the purpose of assessing this application for admission to The Villa NCEA Academy and if the application is successful, administration of the school and maintenance of its records. Applicants and school families have the right to view and request correction of any of that information.

## Academy Rules:

The Trust Board sets rules to ensure that all students are treated fairly, respect each other and their property. Rules may be changed from time to time as the Board sees fit. Given the location of the academy and the frequency of our students in the community, it is important that rules are kept.

**Attendance** – students must attend academy each scheduled day. When there is sickness, or another good reason, the school must be notified as soon as possible on that day. When the student returns to the Academy, a written note is required.

**Inappropriate Items** – the normal items that schools and colleges exclude are not to be brought to The Villa Education Academy (gum, alcohol, cigarettes, inappropriate literature or electronic material).

**Internet Use** - the Internet and e-mail facilities must not be misused in terms of sending or downloading inappropriate materials. All students/parents will be required to sign a standard Cyber safety agreement form.

## Student subject choices:

At the Villa NCEA Academy, students can take six subjects across NCEA Levels 1-3. Core subjects of English and Mathematics are taught by specialist teachers for one period respectively each day. In addition, generalist teachers will support students to study three or four additional subjects, chosen in consultation between the student and the principal. Please outline below your preferred subject choices/areas of interest.

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**Additional comments/Information:**

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