



AUT
UNIVERSITY

NEW ZEALAND

AUT INTERNATIONAL HOUSE

ENGLISH LANGUAGE SCHOOL



**International
House**
Auckland



KIA ORA

Te Wānanga Aronui o Tāmaki Makau Rau, AUT University

AUT is New Zealand's second largest and fastest growing university with three campuses across Auckland, New Zealand's fastest growing city.

We are a contemporary and connected study destination, and aim to produce well-rounded, sought-after graduates. We are recognised for our innovative and relevant programmes, our engagement with business, industry and communities, and our commitment to learning, teaching and research that prepares students for the changing world.

We have the second largest number of international students of New Zealand's universities, with 3,700 students from 95 countries studying in undergraduate and postgraduate programmes with us. We are in the world's top 3% of universities in the QS World Rankings and achieved five stars in internationalisation under the QS Stars System.

We offer an internationalised curriculum and access to a diverse range of student experiences to help shape future global leaders. By starting your AUT journey with English language study at AUT International House, you will become part of a vibrant and stimulating learning community where you will be supported and encouraged to achieve your educational goals.

We are committed to engagement with our friends and colleagues from around the world, and welcome you to Auckland to experience the educational excellence and innovation of AUT and the warmth and hospitality of our people.

A handwritten signature in black ink, appearing to read 'Derek McCormack'. The signature is fluid and cursive, with a period at the end.

Derek McCormack
Vice-Chancellor

WELCOME TO AUT INTERNATIONAL HOUSE

AUT International House is dedicated to making your stay in New Zealand productive and enjoyable. Studying with us is a great opportunity to improve your English, focus on your academic goals, make new friends, and experience the beauty of Auckland and the friendliness of New Zealanders.

We look forward to welcoming you and to supporting your future success in language learning, study and work.

Karen Rutherford

Head of School

CONTENTS

WHY

WHY STUDY AT AUT INTERNATIONAL HOUSE?
WHY AUCKLAND?

pg 6

STUDY

PROGRAMMES

- ACADEMIC
- CUSTOMISED PROGRAMMES
- TEACHER TRAINING

pg 8

LIVE

pg 16

APPLY

pg 18

Disclaimer: Although every reasonable effort is made to ensure accuracy, the information in this document is provided as a general guide only for students and is subject to change. The information contained in this publication was correct at the time of print.

WHY

WHY STUDY AT AUT INTERNATIONAL HOUSE?

AUT International House (AUT IH) is one of New Zealand's leading English language teaching organisations, and is the English language school for international students at AUT. It provides an academic pathway into further study at undergraduate and postgraduate level.

AUT International House is the only NZ affiliate of the International House World Organisation, a global educational organisation dedicated to improving the standard of English language learning and teacher training worldwide. Regular International House World Organisation inspection visits ensure quality standards are met.

- Owned and operated by AUT
- Located in the central city
- AUT student ID card for access to AUT library and facilities, and the health centre on campus
- Classes in General English, academic preparation, exam preparation (including IELTS), teacher training, and individual and group tuition options
- Direct entry English language pathways into AUT programmes
- Small class sizes to support language development
- Varied and communicative classes with pair and group work
- Independent learning centre on site
- Regular progress assessments
- Graduation certificate on course completion
- Friday afternoon activities programme
- Course counselling for further study at AUT



WHY AUCKLAND?

Auckland is New Zealand's largest city and economic hub with 30% of the country's population. It is situated on a beautiful harbour, with a mild climate throughout the year and is ranked the third best city* in the world to live in. Auckland has all the advantages of a big city – with major events, cafés and restaurants, galleries and the world's best-known brands in Auckland's shopping precinct. Students can easily combine language study with city life and outdoor adventures such as bushwalking, skiing, snowboarding, surfing and bungy jumping. People from all over the world choose to live in Auckland, making it a diverse and exciting place to be. Auckland has a relaxed lifestyle and New Zealanders are well known for their friendly, welcoming attitude to visitors.

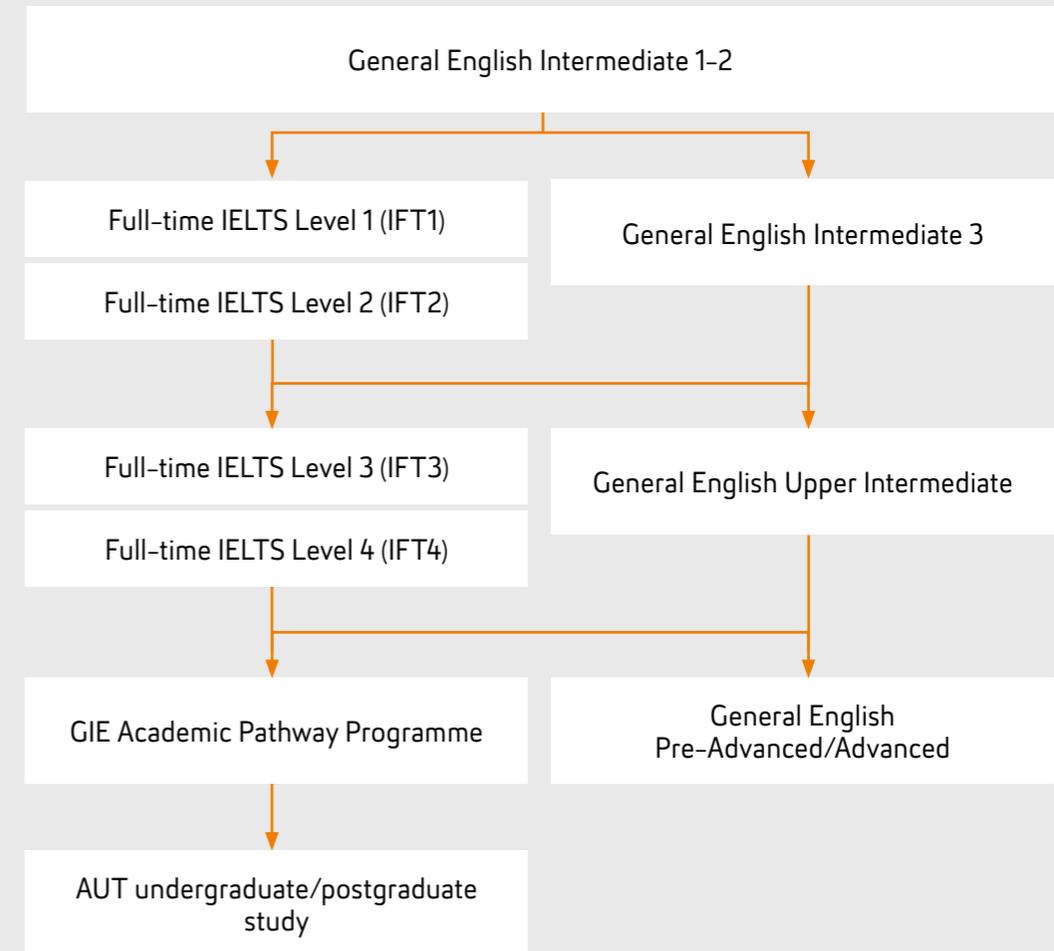
* Mercers 2016 Quality of Living Survey

www.aucklandnz.com

STUDY



At AUT IH students can follow an Academic Study path or a General English path



PROGRAMMES

ACADEMIC

These programmes have fixed start and finish dates. For dates and fees refer to the current Dates, Fees and Enrolment Schedule.

GIE (ACADEMIC PREPARATION & UNIVERSITY ENTRANCE PROGRAMME)

This programme is a pathway entrance to most AUT programmes.* It incorporates academic, IELTS, research and General English language skills.

Entry requirement: IELTS 5.5 with a minimum of 5.5 in Reading & Writing and no less than 5.0 in Speaking & Listening.

* For exceptions refer to the AUT Calendar or www.aut.ac.nz

ACADEMIC EXAM PREPARATION

IELTS

This academic programme develops English language skills for the IELTS exam and study skills for academic study. It is offered at a number of levels and students may progress through these.

IELTS FULL-TIME LEVEL 1

Entry requirement: IELTS 4.0 with a minimum band score of 3.5

IELTS FULL-TIME LEVEL 2

Entry requirement: IELTS 4.5 with a minimum band score of 4.0

IELTS FULL-TIME LEVEL 3

Entry requirement: IELTS 5.0 with a minimum band score of 4.5

IELTS FULL-TIME LEVEL 4

Entry requirement: IELTS 5.5 with a minimum band score of 5.0

CAMBRIDGE ENGLISH: FIRST

CAMBRIDGE ENGLISH: ADVANCED

These programmes focus on preparation for Cambridge English: First and Cambridge English: Advanced examinations and are useful for students who intend to live, work or study in an English language environment. Examinations are at the end of the course in Auckland.

Cambridge English: Advanced is accepted as an English language entry requirement for AUT programmes. Refer to the AUT website and AUT Calendar for more information.

GENERAL ENGLISH

CORE CLASSES

- All levels from Elementary to Advanced
- Communicative methodology
- Coursebook based
- Develops all four skills and vocabulary
- Independent learning component

ELECTIVE CLASSES

- All levels from Elementary to Advanced
- Topic based
- Communicative language development
 - Speaking
 - Reading
 - Listening
 - Writing
 - Business English
 - New Zealand Studies
 - IELTS
 - IELTS/Academic Skills
 - IELTS Academic Writing
 - TOEIC (Test of English for International Communication)



STUDY OPTIONS AND ENTRY LEVEL REQUIREMENTS

Course	Elementary	Pre-Intermediate	Intermediate 1	Intermediate 2	Intermediate 3	Upper-Intermediate 1	Upper-Intermediate 2	Advanced
General English Core Classes								
General English Part-time	✓	✓	✓	✓	✓	✓	✓	✓
General English Full-time	✓	✓	✓	✓	✓	✓	✓	✓
Elective Options								
General English	✓	✓	✓	✓	✓	✓	✓	✓
Writing (1,2,3 & 4)		✓	✓	✓	✓	✓	✓	✓
Reading			✓	✓	✓	✓	✓	✓
Speaking			✓	✓	✓	✓	✓	✓
Listening			✓	✓	✓	✓	✓	✓
Business English 1 & 2			✓	✓	✓	✓	✓	✓
IELTS				✓	✓	✓	✓	✓
TOEIC				✓	✓	✓	✓	✓
New Zealand Studies				✓	✓	✓	✓	✓
Business English 3 & 4					✓	✓	✓	✓
IELTS/Academic Skills					✓	✓	✓	✓
IELTS Academic Writing					✓	✓	✓	✓
Full time Specialised Courses								
IELTS Level 1 and Level 2				✓	✓	✓	✓	✓
IELTS Level 3 and Level 4					✓	✓	✓	✓
GIE						✓	✓	✓
Cambridge English: First						✓	✓	✓
Cambridge English: Advanced							✓	✓

Akino Sato Japan

For Akino, studying English at International House offers many opportunities to improve her language skills.

“Auckland has a great multicultural environment where I can learn about other cultures while studying English. I’ve met students from many different places, and experienced other cultures through activities and festivals around Auckland.

“Studying here is a challenge but it has been great for me. There is a range of classes and the teachers are supportive with feedback to help you improve, and lots of discussion and student involvement. Because the school is part of AUT, we can experience campus life and meet other university students. I have really developed English as a tool to communicate, and to expand possibilities for myself and for my work in Japan.”

CUSTOMISED PROGRAMMES

GROUP PROGRAMMES AND INDIVIDUAL TUITION

AUT International House can provide tailor-made programmes for groups and individuals

For more information email inhouse@aut.ac.nz

TEACHER TRAINING

CERTIFICATE IN ENGLISH LANGUAGE TEACHING TO ADULTS (CELTA)

- CELTA is a pre-service teacher-training course and is the most well-recognised initial qualification in English language teaching
- 12 weeks – Week 1 full-time, Weeks 2-12 part-time: Tuesday and Thursday evenings 6pm – 9pm)

Download a CELTA application pack from our website or email inhouse@aut.ac.nz to have one sent to you.

DISTANCE DIPLOMA IN LANGUAGE TEACHING TO ADULTS (DELTA)

- The Distance DELTA is a modular distance-learning programme for experienced teaching professionals
- AUT IH offers Module 2, the two-week Orientation course in Auckland

To find out more visit www.thedistancedelta.com

TESOL TRAINING COURSE (OPTIONAL TKT)

- Full-time course
- Students can take the Teaching Knowledge Test (TKT) when they have completed the programme
- Entry requirement – IELTS 5.5 or equivalent

To find out more visit www.aut.ac.nz/study-at-aut/international-students/international-house/teacher-training

Emad Alwatishi Saudi Arabia

Emad is studying English and academic skills at International House. He plans to study for a Master of Engineering at AUT. Emad chose AUT and International House because his friends recommended New Zealand as a study destination.

"I like studying at AUT International House because of the facilities at the school and on the university campus. The teachers are friendly, teach well and encourage students to study hard. I think it is a good environment for studying and achieving your goals."



LIVE

ACCOMMODATION

AUT STUDENT APARTMENTS

Living in the AUT Wellesley Student apartments is a great way to be independent and to make new friends with students of different nationalities. The apartments are only a five-minute walk from school. It is essential to apply early for a place in the Wellesley Student Apartments as they are in high demand.

- Fully furnished apartments provide a safe and modern environment
- 24-hour security surveillance
- 4/5 bedrooms, 2 bathrooms and a well-equipped kitchen for self-catering
- Weekly cleaning, internet and electricity included in the fees
- AUT students also live in this building
- Check-in is on Sunday and check-out on Saturday

HOMESTAY ACCOMMODATION

Speaking English every day in a friendly, supportive environment is one of the best ways to become fluent. Our Accommodation Office places students in carefully selected New Zealand homes where they can become part of the family and enjoy the friendship and hospitality for which New Zealanders are so well-known.

Homestay accommodation provides:

- A clean, safe and welcoming environment for students to come home to each day
- Guidance and support to students outside school time
- Opportunities for English practice – an excellent way to improve speaking and listening skills
- Breakfast and evening meals on weekdays and all meals at weekends and public holidays
- Bed linen, towels, electricity, heating, water and local phone calls are included

AUT International House Residential and Homestay Accommodation has been assessed and complies with the Code of Practice for Pastoral Care of International Students.

AIRPORT TRANSFERS

If you have requested homestay accommodation you will be met at Auckland International Airport by a representative of AUT International House and transferred to your homestay. Non-homestay students can also request an airport pick up. For airport transfer fees refer to the current Dates, Fees and Enrolment Schedule.

To find out more visit www.aut.ac.nz/ih or email inthouse@aut.ac.nz

APPLY

1

Ask AUT International House or your local agent for an enrolment form and for the current Dates, Fees and Enrolment Schedule. Please read Conditions of Enrolment, Conditions of Residential Accommodation/ Conditions of Homestay Accommodation and sign.

2

Fax or email the completed Enrolment Form and Accommodation Form (if needed) to AUT International House or to your local agent with your passport-sized photograph and passport copy.

3

Online application is available: www.aut.ac.nz/ih

4

When AUT International House receives your Enrolment Form and Accommodation Application Form (if needed), we will send you or your agent an offer of place and invoice for fees. This will tell you how to pay for your course and accommodation.

COURSE ENROLMENT FORM

PERSONAL

Family name First name (s):

Male Female

Occupation

Date of Birth (min, age 18)..... Nationality

Address

Telephone number Fax number

Email address

Please list any health conditions or disabilities

Emergency contact person and phone number

How did you hear about AUT International House?

Are you applying for an AUT University programme of study? YES NO

Please advise name of programme

If you have a Conditional Letter for AUT, please attach a copy of your Conditional Letter with the AUT IH Enrolment Form.

PLEASE ATTACH
YOUR PHOTO

OFFICE USE ONLY
STUDENT IE NUMBER

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COURSE

Your level of English (tick box): Elementary Intermediate Advanced

Course start date Course finish date Number of weeks

Please see the Dates and Fees Schedule.

Course required (tick box):

General English full-time General English part-time DELTA

Cambridge English: First Cambridge English: Advanced CELTA

GIE* IELTS full-time* TESOL

(* Please attach a certified copy of your IELTS result)

ACCOMMODATION

I will require AUT International House to arrange my accommodation YES NO

(If yes please complete the accommodation application form)

INSURANCE

International students must have appropriate and current Medical and Travel Insurance while studying in New Zealand. AUT International House can arrange Medical and Travel Insurance with Uni-Care on your behalf. Insurance for the length of your course will be added to your Proforma Invoice. If you wish to arrange Medical and Travel Insurance yourself, you will need to provide proof, such as a copy of your policy, to be able to confirm your enrolment. For more information please visit: www.uni-care.org

I will require AUT IH to arrange medical and travel insurance for me: YES NO

I will arrange medical and travel insurance myself: YES NO

Copy of policy attached: YES NO

DECLARATION

I confirm that I have read and I understand and accept the conditions of enrolment outlined on the back of this form.

I confirm that I am over 18 years old

YOUR LOCAL AGENT

Students signature: Date:

PLEASE ATTACH A COPY OF YOUR PASSPORT

AUT INTERNATIONAL HOUSE CONDITIONS – COURSE

A ‘course’ means the total duration and time you book, pay and have visa coverage for (for example, if you book a General English course + a full-time IELTS course together, this is one course for enrolment):

COURSE CHANGES

AUT International House reserves the right to change or cancel courses, starting dates and fees without prior notice.

COURSE CANCELLATION

- **Cancellation at least 6 working days before the course is due to begin, or if you are not granted a visa to travel to NZ:** a refund of all fees is made except for the registration fee. In the case of Cambridge English exam courses, AUT International House will also withhold repayment for any examination fees that cannot be recovered from Cambridge English.
- **Cancellation made 1-5 working days before the course is due to begin:** AUT International House will retain NZ\$500.00 or 10% of your tuition fees, whichever is the lesser amount. The registration fee is not refundable.
- **Cancellation made during the first week of the course:** if you withdraw from the course within the first week of your course start date, AUT International House will retain NZ\$500.00 or 10% of your tuition fees, whichever is the lesser amount. The registration fee is not refundable.
- **Cancellation made after the first week of the course starting date:** Tuition fees are not refundable for cancellations later than the Friday of the first week of your course.
- **Refund:** If you are entitled to a refund, you must claim the refund within 12 months of the date of cancellation.

COURSE TERMINATION

AUT International House reserves the right to expel students for serious misconduct or for poor attendance. A minimum of 80% attendance is required. No refunds are given if a student is expelled.

TRANSFER OF FEES

Your fees cannot be transferred to any other students or school other than AUT.

FEE PROTECTION GUARANTEE

In the event of the non-delivery of any part of a programme of study, or any service that a student has paid for, AUT University undertakes to refund any tuition fees or non-tuition fees received from international students in relation to the relevant part of that programme of study or service provided.

CODE OF PRACTICE FOR THE PASTORAL CARE OF INTERNATIONAL STUDENTS

AUT International House has agreed to observe and be bound by the Education Pastoral Care of International Students Code of Practice (2016) published by the Ministry of Education. The Code sets out the minimum standards of advice and pastoral care expected of educational providers who work with international students. The Code can be viewed on the New Zealand Ministry of Education website:

www.minedu.govt.nz/goto/international

IMMIGRATION

Student visas are required if you are going to study for more than three calendar months.

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying and reporting requirements are available through Immigration New Zealand and can be viewed on their website at

www.immigration.govt.nz

Information on insurance is also on the website.

MEDICAL AND TRAVEL INSURANCE

International students must have appropriate and current medical insurance while studying in New Zealand

INTERNATIONAL EDUCATION APPEAL AUTHORITY (IEAA)

The IEAA is established to receive and adjudicate on complaints received from International Students and their authorised agents/representatives concerning breaches of the Code. ieaa@justice.govt.nz



ACCOMMODATION APPLICATION FORM

PLEASE COMPLETE AND RETURN AT TIME OF ENROLMENT IF YOU REQUIRE INTERNATIONAL HOUSE TO ARRANGE ACCOMMODATION

PERSONAL

Family name First name (s):

Male Female

Date of birth (min, age 18) Nationality

OFFICE USE ONLY
STUDENT IE NUMBER

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PLEASE COMPLETE ONE OF THE FOLLOWING OPTIONS ONLY

RESIDENTIAL ACCOMMODATION (WSA STUDENT APARTMENTS)

Please refer to booking conditions on the back of this page before completing.

Course start date:

Please note you must check in after 10am on the Sunday before your course starts. If you arrive in New Zealand prior to a Sunday, you will need to book alternative accommodation.

Check out date:

You must check out of your Residential Accommodation by 10am on the Saturday after your course completion. Bookings must be in accordance with course start and finish dates.

I will require AUT International House to arrange an airport transfer on arrival (cost \$90) YES NO

Arrival date: Arrival time: Flight number: Arriving from:

HOMESTAY

Bookings must be received at least two weeks prior to your arrival in New Zealand

Number of weeks: First night (date):

(Please note: many homestays have pets)

I would prefer: A homestay with no children A homestay with children

Do you smoke: YES NO

Please list any foods you can't eat:

Please list any allergies or health problems:

What are your hobbies and interests?

I will require a free airport transfer on arrival* (free for students in AUT IH Homestay) YES NO

Arrival date: Arrival time: Flight number: Arriving from:

*Please note: Check-in for homestay is 1-2 days prior to course start date.

DECLARATION

I confirm that I have read and I understand and accept the conditions of enrolment outlined on the back of this form.

I confirm that I am over 18 years old

Students signature: Date:

AUT INTERNATIONAL HOUSE CONDITIONS - RESIDENTIAL ACCOMMODATION

BOOKINGS

- A minimum four-week booking is required for residential accommodation unless you are enrolling for a two-week course.
- Bookings are not guaranteed until payment is received. We advise early payment in order to secure a room. You will receive confirmation of your booking once your payment is received.

Please note: If you wish to extend the period booked after arrival, this will be subject to availability. To avoid disappointment we recommend booking for an extended period of time. Refunds can be made, if necessary, following the procedures given under the “cancellations/refunds” section below.

CHECKING IN AND CHECKING OUT PROCEDURES

- Check in after 10am on the Sunday prior to the start of your course.
- Check out by 10am on the Saturday after course completion.

CANCELLATION/REFUNDS

- If you cancel your residential accommodation at least 4 weeks before your course is due to begin, a refund of all fees is made, except the placement fee.
- If you cancel your residential accommodation less than 4 weeks before your course is due to begin AUT International House will not refund the first 4 weeks that you have paid, but will refund all other fees except the placement fee.
- If you cancel your residential accommodation while you are living there, 4 weeks’ notice is required. AUT International House will refund the balance. The full bond will be refunded if the room and unit are damage-free. The placement fee is non-refundable.

If you are entitled to a refund, you must claim the refund within 12 months of the date of cancellation.

RESIDENTIAL TERMINATION

If you are expelled from AUT International House, you will also be expelled from your residential accommodation.

You will be refunded whole, unused weeks only. AUT International House reserves the right to expel a student from school for serious misconduct or for poor attendance.

LIABILITY

AUT International House cannot be held responsible for any damage, loss or injury incurred within the residential accommodation.

AUT INTERNATIONAL HOUSE CONDITIONS - HOMESTAY

BOOKINGS

- A minimum four-week booking is required for homestay unless you are enrolling for a two-week course.
- Homestay bookings must be received at the time of your enrolment or a minimum of two weeks prior to your arrival in New Zealand.

Please note: If you wish to extend the period booked after arrival, this will be subject to availability. To avoid disappointment we recommend booking for an extended period of time. Refunds can be made, if necessary, following the procedures given under the “cancellations/refunds” section below.

CANCELLATION/REFUNDS

- If homestay is cancelled at least two weeks before your arrival date in New Zealand, all fees, except the placement fee, will be refunded.
- If homestay is cancelled less than two weeks before your arrival, neither the first four weeks nor the placement fee will be refunded. Any additional weeks paid for will be refunded.

If you are entitled to a refund, you must claim the refund within 12 months of the date of cancellation.

LIABILITY

AUT International House cannot be held responsible for any damage, loss or injury incurred while living with a homestay family.



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