



**IPU**  
**NEW ZEALAND**  
TERTIARY INSTITUTE

# New Zealand FEES GUIDE



Updated March 2019

# COMPULSORY FEES

## Tuition

Fees are for full-time study per year and subjected to change annually at the start of each new academic year.

Programme	2020	
	Tuition <sup>1</sup>	CSSF <sup>2</sup>
Diploma of Japanese Studies	\$5,200	\$1,100
Tourism & Travel Studies <sup>1</sup>	\$4,750	
Business Studies - Project Management <sup>1</sup>	\$4,750	
Bachelor of Contemporary International Studies	\$5,200	
Graduate Diploma of Contemporary International Studies	\$5,200	
Postgraduate Diploma of Contemporary International Studies	\$6,500	
Master of Contemporary International Studies	\$3,900	

<sup>1</sup>Based on Standard course load of 8 papers per year. Pricing to be confirmed.

### Compulsory Student Services Fee (CSSF) Covers:

- Orientation
- Recreation Centre access
- Administration of clubs
- Cultural events
- On site health centre
- Careers advice service
- General student support services including first language support, counselling access, advocacy

**Textbooks\*** - \$200

## Fees-free Policy

As a tertiary education organisation providing education at Level 3 and above, some of our students will be eligible for first year fees-free study policy. Please check the guide at: [www.feesfree.govt.nz](http://www.feesfree.govt.nz)

## Accommodation

This residential fee includes three meals per day, seven days a week provided in our Dining Hall. Use of Common Room and kitchen as well as laundry, car and bike parking in Living Halls. Price also includes on-site security services.

### Accommodation - Pricing (tbc)

- Small private room (Halls 1-6) \$240 per week (Will increase to \$260 from April 2019)
- Large private room (Halls 8-10) \$260 per week (Will increase to \$280 from April 2019)
- A \$500 bond, \$250 service fee, and first week's rent are to be paid in advance.

### Floor space:

- Halls 1-6: Approx 7 square metres
- Halls 8-9: Approx 11 square metres
- Hall 10: Approx 10.5 square metres

### Note:

- All rooms are subject to availability. Students cannot reserve a particular hall or room, but we will endeavour to allocate your choice wherever possible.

## Student Loan/Student Allowance

NZ Citizens and Permanent Residents may be eligible for a student loan to cover their tuition and facility fees as well as a student allowance to help with accommodation/living costs. We recommend applying for your student loan early to ensure it is processed before your course starts.

### Student Loans

Payment of tuition and facility fees will be accepted directly from your student loan account. In any other case all fees must be paid before your invoice date.

### Student Allowance

For eligible students, this will be paid to your own bank account. You will need to set up an automatic payment weekly in advance from your bank account to IPU New Zealand's account for your rent. Your first payment(s) may need to be made before your student allowance begins, make sure to budget for this. If you are not eligible for a student allowance, you may be able to apply for a student loan to cover your living costs.

### Course related costs

Students with a Student Loan account can apply to StudyLink for course-related costs. This will be paid to the student's bank account. You may then use this to cover textbooks etc.

For information on student loan/allowance eligibility, and to start your application, visit Studylink's website: [www.studylink.govt.nz](http://www.studylink.govt.nz)

# REFUND POLICY

IPU New Zealand's Student Refund Policy complies with the 1989 Education Act, the 2012 Gazette notice on Refund Requirements for International Students and the NZQA Student Fees Protection rules. The full refund policy can be found in section 7.4 of the Academic Handbook.

## Student Fee Protection Policy

Sufficient funds are held to cover the refund due as per IPU New Zealand's Refund Policy for withdrawals and in the case of insolvency, cancellation of registration by NZQA and/or loss of accreditation or approval. Funds are held in the Soshi Gakuen Student Trust with Fitzherbert Rowe Lawyers, Palmerston North under the Trustee John Freebairn. In the case of school or course closure, the Academic Registry will contact students. Where this is not possible, students are asked to make contact with NZQA.

## Domestic Students

**Where a domestic student notifies IPU New Zealand of their intention to withdraw:**

Before course starts	Full refund	
	Within 10 working days of course start date:	After 10 working days of course start date:
Tuition		No refund
Accommodation	Full refund of paid fees less 10%	Pro-rata refund of any unused portion
CSSF		Pro-rata refund of any unused portion

## International Students

**Where an international student notifies IPU New Zealand of their intention to withdraw:**

Before course starts	Where the Offer of Place has been accepted, full refund less 10% of paid fees	
	Within 10 working days of course start date:	After 10 working days of course start date:
Tuition		No refund
Accommodation		Pro-rata refund of any unused portion
Facility	Full refund of paid fees less up to 25%	Pro-rata refund of any unused portion
Textbooks		Pro-rata refund of any unused portion
Other		No refund

## **Bond**

Students must arrange for a room inspection and submit a refund form at the time they move off campus. Where no refund request has been received within two months of a student graduating, withdrawing, or moving off campus, that student's bond will become property of the Institute. Bond will not be refunded for leave of absence students.

## **Date Of Refund**

Within 5 working days, where student has given full notification of withdrawal

Allow 28 working days for all other cases, eg. overpayment, bond

## **Definitions**

“Paid fees” includes any tuition, facility, compulsory student services fee, accommodation, textbook, application/enrolment, resource, examination, and orientation fees paid by student before withdrawal.

“Tuition fees” refers to the amount paid for one year's full time study (from the point of entry)

“Full notification” refers to the submission of all paperwork required by IPU New Zealand as part of the withdrawal process.

“Course start date” The date the term starts in the individual student's academic year eg. Term 1 start date for an April entry student

“Date of withdrawal” will be taken as the date upon which full notification was received or the final date of class attended or the date upon which the student checked out of their on-campus room (whichever is the later).

“Pro-rata refund” Partial refund for the portion of time paid for that remains after the withdrawal date. Facility fees calculated by term, accommodation calculated by month, for example:

- If an international student moves out by 5th of the month, there is no charge for the new month. Otherwise if move out after 5th of the month, there will be full charge for the new month.
- Domestic students are charged weekly.

# SCHOLARSHIPS & ORIENTATION

## Scholarships

We are proud to say that every year we offer a limited number of scholarships for students whom we believe will contribute to IPU New Zealand. We are always looking to help develop our students into the global leaders of the future and scholarships are one way we can show our support.

### JNZPF SCHOLARSHIP

The JNZPF (Japan New Zealand Partnership Fund) Scholarship is funded by the Soshi Educational Group (SEG), which spans throughout Japan, China, Australia and New Zealand.

**SCHOLARSHIP A** • 15% off large room accommodation for all years living on campus.  
• Zero fees for textbooks

**SCHOLARSHIP B** • 15% off large room accommodation for all years living on campus.

## Orientation

Orientation includes campus tours, guest speakers, a town orientation and other activities to help the new students bond. With most staff and students on campus getting involved, it is a great way for students to get to know each other prior to the beginning of term in April, August and January.

## Japan Immersion Programme

We offer new students enrolled in our Bachelor of Contemporary International Studies or Diploma of Japanese Studies an amazing trip to Japan for approximately three weeks to see Japan for themselves. Flights, transportation, accommodation & homestays, activities as well as breakfast & dinner will be covered. This amazing opportunity is only available to the first 20 new students in the new academic intakes who have completed enrolment. This will be a trip to remember!

- Visit IPU Japan and study on location at our main Japan campus
- Make friends with local Japanese students on campus and at high schools before they come to New Zealand
- Get immersed in the culture at local festivals and activities
- Get involved with the language directly through IPU seminars and orientation.
- Experience the culture first hand and really see for yourself the opportunities available

This trip is a fantastic opportunity for students to make lifetime friends in a fantastic environment and is our way of showing our commitment to building the best global citizens New Zealand can offer.

For more information, contact our recruitment team: [recruitment@ipu.ac.nz](mailto:recruitment@ipu.ac.nz)

# FREQUENTLY ASKED QUESTIONS

## **When are our term start dates?**

Semester 1 is from April until July, Semester 2 is from August until December and Summer Term (optional) is from January until March.

## **Can I study through distance learning?**

As our course focuses on quality contact time with our great teaching staff, we have made class attendance a priority. This means that distance learning is not an option for our courses unless otherwise required.

## **Can I study overseas?**

IPU New Zealand is part of a global network of education providers, and with that we have several options for you if you would like to the opportunity to study in Japan during your course.

## **What majors are there in the Bachelor of Contemporary International studies?**

International Business, International Relations, Japanese Studies and TESOL & Language Studies

## **What are the classes like?**

Our class structure is one of our best features for students who love learning. Class sizes are capped at around 20 students, giving our amazing lecturers enough contact time to cater each class to you, the student. Each class is mixed with students from various backgrounds and cultures. This means that every class is unique and discussions between students and lectures are welcomed.

## **How easy is it to meet the lecturers?**

Our team of lecturers are always available to help you inside and outside of class, an open door policy mean students can visit their office for advice any time they are available. As our lecturers have a close connection with their students, they are even better suited to help if they have questions.

## **How long can I stay in the campus dormitories?**

At IPU New Zealand students can live in the dormitories for as long as they would like. Staying on campus is a great way for students to make friends and use their languages outside of classes.

## **Can I get funding from StudyLink?**

Yes. IPU New Zealand students can get funding through student loans and allowances for their course and for accommodation.

## **Can I use my degree overseas?**

Of course! IPU New Zealand is fully accredited with NZQA.

## **Are the dormitories catered?**

Yes, students living in our campus dormitories will have three meals provided each day as part of their weekly accommodation costs. On top of this, each dormitory is fitted with facilities for students to cook their own food if they choose.

## **How do I apply?**

You can apply through our smartphone app, through our website or by contacting one of our friendly team members at: [recruitment@ipu.ac.nz](mailto:recruitment@ipu.ac.nz)



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