

New Zealand Broadcasting School Additional Requirements for 2020



Please complete this in addition to the Admission and Enrolment form. Your application will be processed once you have submitted the Admission and Enrolment form and all additional requirements.

Your Name: _____

Date of Birth: _____

Specialisation you are applying for (Note you may choose to apply for more than one)

- Bachelor of Broadcasting Communications (Journalism)
- Bachelor of Broadcasting Communications (Screen & Television Production)
- Bachelor of Broadcasting Communications (Radio)

These **additional requirements** (including Admission & Enrolment form) must be completed if you are applying to study the Bachelor of Broadcasting Communications at the New Zealand Broadcasting School starting in 2020.

Read **ALL** instructions carefully before you start.

Application Deadlines

Applications must arrive with us by **30 September 2019**. Late applications are not generally accepted.

All courses start mid February 2020.

Checklist

Evidence provided (certified copy)		Yes/No
Completed Ara Admission & Enrolment form	Including: - verified copy of relevant proof of identity - verified copy of supporting previous study records (results notice/s)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
Completed Portfolio Requirements	Have you completed all the other requirements? Evidence of education - Section 1 Written Statement - Section 2 Portfolio Script Video Recording Supporting Material (optional) - Section 3 Referees - Section 4 Interview - Section 5 Marketing Questionnaire	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
Drivers License	We recommend that you hold, or be working towards a full Class 1 drivers licence. This is likely to be a requirement for you to participate in an internship. Do you have a licence? <input type="checkbox"/> Learners <input type="checkbox"/> Restricted <input type="checkbox"/> Full <input type="checkbox"/> I do not have a licence	
First Aid Certificate	Depending on your specialisation, you may be required to complete a first aid course (as part of your preparation for industry work) at a cost of about \$200. Do you have a current first aid certificate?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Please contact Ara if you have any questions about the programme or application or enrolment procedures.

Phone: 0800 24 24 76 DDI 03 940 7546

Email: nzbs@ara.ac.nz

Entry Criteria for Bachelor of Broadcasting Communications

	Evidence provided (certified copy)	Yes/No
Academic	<p>NCEA Level 3 (60 credits at level 3 and 20 credits at Level 2 or higher) which must include 14 credits at Level 3 in each of the three subjects from the approved list of approved subjects*</p> <p>and</p> <p><i>Literacy*</i> - 10 credits at Level 2 or above, made up of 5 credits in reading, 5 credits in writing</p> <p>and</p> <p><i>Numeracy*</i> - 10 credits at Level 1 or above (specified achievement standards, or unit standards 26623, 26626, 26627)</p> <p>Note: students who have undertaken examinations other than NCEA (e.g. International Baccalaureate, Cambridge examination) should contact Ara for requirements.</p> <p>*NZQA approved subjects: see http://www.nzqa.govt.nz/qualifications-standards/awards/university-entrance</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
International Baccalaureate	<p>Each examined subject is graded on a scale of 1 (minimum) to 7 (maximum). The award of the Diploma requires a minimum total of 24 points (equivalent to a pass). The International Baccalaureate Diploma is equivalent to NZ NCEA Level 3.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Cambridge International Examination	<p>Minimum required for entry into a degree programme is 120 points at A or AS level including a minimum grade of D in each of at least three subjects equivalent to those in the list approved for NCEA, one of which must be English rich and a D pass or higher in IGCSE Maths.</p> <p>Grades awarded are A, B, C, D or E. Marks below these are Ungraded. An E grade equates approximately to marks of 50-59%.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
English Language	<p>If English is not your first language you may also be required to provide evidence of your English language skills as listed below. If you have no evidence of your English language skills and are a NZ citizen or permanent resident, contact us for an assessment.</p> <p>IELTS 6.0 Academic (no lower than 5.5 in any subtests).</p> <p>Note: If you have achieved NCEA Level 3 University Entrance requirements you are not required to provide evidence of English Language Skills.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Alternative	<p>Evidence of literacy, numeracy and an ability to study at the appropriate level. This can be through study, work and/or life experience.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Additional	<p>Portfolio - depending on the specialisation the applicant is applying for, this may be either in copy, voice or video or links to your work online.</p> <p>Interview - applicants will be shortlisted for an interview.</p>	

Section 1

WRITTEN STATEMENT

Write a statement to tell us why this programme interests you. Tell us also about any previous work or other experience you have had that is relevant to the specialisation/s you are applying for. This might include part-time jobs, work experience, hobbies etc. Save this statement to a USB stick.

Section 2

PORTFOLIO

- 1 Write a script (approximately 400 words) about you and the attributes you will bring to a career in the specialisation/s you have applied for.

Use the following questions to give you ideas about what you might write:

- *What are your goals and why?*
- *Why do you wish to enrol in this particular course?*
- *What personal skills and attributes do you have that make you suitable?*
- *What makes you an interesting person to know?*
- *Feel free to make any other comments in your statement you feel might help us.*

- 2 Record yourself presenting your script (written statement) to camera (or camera phone)

Tips: Engage us. If possible, it should sound unscripted. We are not looking for ready-made broadcasters. We just want a simple, tidy and effective presentation. Be yourself.

You are also encouraged to submit any supporting material (or links to material you have created) to support your application. This could include:

- Audio
- Photographs
- Video
- Artwork
- Scripts
- Articles
- Essays
- Music
- References

These might be separate or part of a curriculum vitae. Remember, it should demonstrate your suitability and potential, so keep it relevant. Save this script, video and any supporting material to the USB stick.

Submitting content

All your material from Section 1 and 2 should be submitted on a USB stick. Please ensure the stick is clearly labelled with your full name.

The USB stick and any additional information will not be returned to you, therefore submit copies only.

Send everything, including this document, to:

FREEPOST 161
Attention: Admissions
NZBS Applications
Ara Institute of Canterbury
PO Box 540
Christchurch 8140

or courier to:

Ara Institute of Canterbury
Attn: Admissions - NZBS
18 Williams Street
CBD
Christchurch 8011

Criteria

Material will be assessed against the following criteria:

- suitability of your aptitudes, goals and aspirations
- demonstrated attitude and motivation for study
- potential for a successful career in a media-related industry

If you need assistance, please call 0800 24 24 76 or email: nzbs@ara.ac.nz

Section 3

REFEREES

If you are currently at secondary school we may wish to contact your current English teacher or, failing that, another of your core subject teachers. By providing this information you are giving us permission to contact this teacher to talk about your progress.

Teacher's name: _____ Subject taught: _____

Email: _____ Ph: _____

Please nominate two referees (not close friends or relatives) we can approach for a personal report. These might be a teacher, an employer or someone else you have a professional relationship with:

Full name: _____ Occupation: _____

Email: _____ Ph: _____

Relationship to applicant: _____

Full name: _____ Occupation: _____

Email: _____ Ph: _____

Relationship to applicant: _____

INTERVIEW

If you are shortlisted for entry into the New Zealand Broadcasting School you may need to attend an interview.

The interview is usually before a small panel of staff and/or industry representatives. The purpose of the interview is to learn more about you and your strengths, suitability and motivation. Interviews are generally informal. You should regard the interview as an opportunity to ask us questions as well – to clarify issues or raise any concerns you might have. Treat it like you might treat a job interview.

If you are shortlisted for an interview you will be notified within three weeks of the application closing date. Interviews will be held in major New Zealand cities and you may need to travel (at your own cost) to attend.

In preparation for your interview, we want to ensure you are fully informed about this programme.

You should think about:

- 1 **The hours:** a career in the media can involve long working hours, disrupted weekends and work away from home.
- 2 **Deadlines and stress:** a career in the media can produce stress and pressure because you constantly have to meet deadlines and production demands. Managing these issues is a key skill.
- 3 **Teamwork:** Working in the media is often a collaborative process. You need to be able to take direction and work with other people's ideas. You will need self discipline.
- 4 **Classes:** a significant part of the degree programme is based on campus and involves academic writing. Degree students will be called on to research, write, discuss and analyse media theory and history.
- 5 **The internship:** The degree includes a 24-week internship. These are often in Auckland but could be anywhere in New Zealand.
- 6 **Immersive learning environment:** Students are expected to immerse themselves in simulated real-work activities to become more effective learners. So, as the programme develops, you will experience the demands of twenty-four hour, seven day a week industries within the course itself. You need to be prepared for this as it is a key aspect of the degree.

Section 5

MARKETING QUESTIONNAIRE

Please complete this questionnaire, write your name on the top of the page. This is not part of the selection process but the information you give will help us to plan, promote and deliver future courses more effectively.

From where did you first learn about the New Zealand Broadcasting School (NZBS) courses?

(you may tick more than one box if you received your information from more than one source)

- A former student of the NZBS
- Radio advertisement On which station? _____
- Television advertisement Which channel? _____
- Newspaper or printed advertisement Which publication? _____
- Careers Expo Which city? _____
- Creative Industries Brochure
- Web or social media Which site? _____
- Your teacher or careers advisor Which institution? _____
- A representative of the NZBS
visited my school Where/when? _____
- I attended an NZBS information session
or event at Ara
- A person working in the media Which media organisation? _____
- A friend or family member
- Other (please state) _____

Are you applying for any other course/s at other institutions? If so, which one/s and where?

Name of course: _____ Name of institution _____

Name of course: _____ Name of institution _____

Your name: _____