

Health/Wellbeing Additional Requirements

Programme code: **NZ2992**

Programme name: **NZ Certificate in Health and Wellbeing Level 4 (Social and Community Services)**

Applying for: **Full time** **Part time**

Strands: **Social Services** **Mental Health and Addiction** **Community Facilitation**

Supporting documentation to be supplied

You must complete this in addition to the Admission and Enrolment form. Your application will not be processed until you have submitted the Admission and Enrolment form and all additional requirements.

Academic	Evidence provided (certified copy)	Yes/No	
Additional Requirements	Have included work/life history for previous <u>five</u> years	Yes	No
	Have included NZ Health & Wellbeing questionnaire (download here)	Yes	No
	Have included Safety Check (Children's Act 2014) questionnaire (download here)	Yes	No
	TWO referee reports from relevant people have been requested (download Referee Report 1) (download Referee Report 2)	Yes	No
English Language Requirement	If English is not your first language you are also required to provide evidence of your English language skills as below: IELTS 5.5 Academic (no lower than 5.0 in any subtests) For acceptable alternatives refer to the English Proficiency Outcomes Chart Evidence attached?	Yes	No

Life/work experience

Please provide an account of all experience for at least the last five years – part time, full time and voluntary, including care of own children, or attach a CV.

Employer/Place of Work	Nature of Work/Responsibilities	Year and Length of Employment

Convictions against the law

If you are accepted onto the programme, you must complete and return a New Zealand Police Consent to Disclosure of Information form with your application. If you are offered a place on the programme your consent to disclosure form will be sent by Ara to the Police Licensing and Vetting Service and returned in confidence to the Social Work and Human Services Manager. Once the information has been received and assessed, your place on the programme will be confirmed. The Criminal Records (Clean Slate) Act 2004 does not apply for this process.

It is important that this initial declaration is correct. If an applicant provides information that proved to be false/misleading, the application/enrolment may be declined/withdrawn.

Information on the Police Vetting Service is available from: www.police.govt.nz/service/vetting

Have you ever been convicted of any offence against the law Yes No If YES, please give details

Health status

Do you have an illness or personal problems that may impair your ability to fully participate in the programme? Yes No

(Note: this does not exclude you from selection but you will need to demonstrate at an interview, management of your illness or issue to a level that allows you to function adequately in support worker roles)

Referee contacts

Please provide name, telephone and email contact details for two referees

Name	Telephone	Email
Name	Telephone	Email

Declaration

I certify that all the information in this application is true and correct. I understand that the material I have supplied becomes the property of the Department of Applied Sciences and Social Practice but that, as personal information, it is protected by the Privacy Act 1993 and that the Criminal Records (Clean Slate) Act 2004 does not apply for this procedure.

I understand that as part of my application process I will be subject to safety checking as per requirements of the Vulnerable Children's Act (2014).

Name	Signed	Dated
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