

International Enrolment Form



1. Course Information

A. New Zealand Diploma in Aviation - Fixed Wing			
Airline	<input type="checkbox"/>	General Aviation	<input type="checkbox"/>
		Flight Instructor	<input type="checkbox"/>
B. Theory only	<input type="checkbox"/>	C. Instrument Rating only	<input type="checkbox"/>
		D. Instructor Rating only	<input type="checkbox"/>
E. Casual - Fixed Wing	<input type="checkbox"/>		

2. Personal Details

Applicant

Family Name		Title	
Given Names			
Preferred Name			
Address			
Passport Number		Expiry Date	
Issuing Country		Date of Birth	
Home Phone		Mobile Phone	
Email		Male / Female	
Nationality		Ethnicity	
Student Visa	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Visa Expiry
IELT English Language Level 6.0 or Equivalent?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<i>Please attach your results</i>			

Next of Kin

Name		Relationship	
Address			
Home Phone		Mobile Phone	
Email			

3. Secondary School Qualifications 4. Previous Flying Experience

Subject	Grade

Licence held	CPL	<input type="checkbox"/>	PPL	<input type="checkbox"/>
Ratings held	Night	<input type="checkbox"/>	Instrument	<input type="checkbox"/>
	Multi	<input type="checkbox"/>	Instructor	<input type="checkbox"/>
Aircraft Ratings				
Total Hours		PIC Hours		
Exam Credits				
CAA Client No.				
Previous Training Organisation				

Please attach your academic transcripts in English. All academic transcripts will be checked with Immigration New Zealand for authenticity.



5. Other Education

Please state any information regarding any form of higher qualification

6. References

You must provide us with two references from the people you list below. These people can be a teacher or an employer for example. Please attach these references.

Name		Name	
Address		Address	
Country		Country	
Phone		Phone	
E-mail		E-mail	

7. Medical

Do you have a Class 1 Medical Certificate?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is it from you country of residence?	<input type="checkbox"/> Yes	Number: <input type="text"/>
And/Or CAA	<input type="checkbox"/> Yes	Number: <input type="text"/>
A New Zealand Civil Aviation Authority Medical is required for completed acceptance. If you are getting your medical overseas follow the link below www.caa.govt.nz/SCRIPT/AMA_DME_OS.asp		

8. Fit and Proper Declaration

In order for an aviation licence to be issued in New Zealand all applicants must provide official records to the CAA of their criminal and transport offence history from all countries including New Zealand, that they have resided in for more than 6 consecutive months within the last 5 years.

1. Have you previously had an application for an aviation document rejected or have you been the holder of an aviation document which has been suspended or revoked (other than a licence that has been superseded by a replacement or higher licence)?

No Yes (Please list below)

2. Have you been convicted of any transport safety offence?

No Yes (Please list below)

3. Are you presently facing charges for a transport safety offence?

No Yes (fse list below)

4. Have you been convicted on any criminal charge or are you presently facing charges for any criminal offence?
No <input type="checkbox"/> Yes <input type="checkbox"/> (Please list below)
5. Have you had a history of physical or mental health or serious behavior problems?
No <input type="checkbox"/> Yes <input type="checkbox"/> (Please list below)

9. Terms of Credit

The following statement outlines this company's policy for the provision of credit facilities to clients by flying and other charges. Should any client wish to use these credit facilities, their signed acceptance of the following terms and conditions must be provided:

TERMS OF CREDIT

In relation to flying and other services or goods supplied to client, it is the company's preference that clients either –

- (a) Maintain a credit account balance or (b) Pay on a cash basis

Where a client's account is not in credit, goods or services supplied may still be charged to that client's account subject to the following conditions:

1. A monthly booking fee of \$5.00 will be charged on any account which has a debit balance at the end of the month.
2. Any charges to account, not paid for by the end of the month following the month of the invoice will be subject to an interest charges of 2% with further monthly interest charges of 2% per month thereafter.
3. Any client whose account is not paid by the end of the month following the month of invoice is to be contacted by the manager with a personal request for immediate payment to be made.
4. Manager as referred to in '3' above is to be reported in the Chief Pilot Managers Report to the Board of Directors for collection proceedings.
5. All flying will be charged in accordance with the Company's Schedule of Charges or as quoted by the Chief Pilot

10. Health and Safety

We, Southern Wings, acknowledge that it is our primary responsibility to provide a safe and healthy environment and to take all practicable steps to achieve this.

I acknowledge that as a student, I will take responsibility for my own safety and health while at Southern Wings. I will ensure that my actions will not harm anyone else. I have been informed of emergency and accident reporting procedures and the location of safety equipment in the unlikely event of an emergency. I have been informed of all existing hazards that maybe created at the College that could harm other people. I will notify management immediately of all accidents, near misses or unsafe conditions.

11. Dress Code

Students enrolled in the Diploma in Aviation are issued with the Southern Wings uniform. The uniform is to be worn on all Aviation College occasions including:

- All Southern Wings theory classes
- All Southern Wings flight bookings
- External Exam Sitings
- Check Flights
- Flight Tests
- Commercial Pilot Cross Country Flights
- Internship Placing
- Graduation

The uniform is to be worn on Southern Wings business only and we request that you refrain from wearing it for socialising etc. You are expected to keep the uniform clean and in a professional state at all times.

12. Withdrawal and Refund Policy

1. Students enrolled in a course which is cancelled prior to the commencement of the course shall be entitled to a complete refund of course fees.
2. In the event of a course being cancelled after the commencement date, refund will be calculated on a pro rata basis.
3. A student must give five days notice in writing prior to the course commencement of their intentions to withdraw from the course. In this event the student is eligible for full refund. Failure to give notification will incur a \$500.00 + 10% penalty of the course fee whichever is less.
4. Students withdrawing from the course after eight days of the course may be granted a partial refund of course fees. Any refund will be calculated based on the unexpired aircraft operating costs associated with aircraft operations. Such refundable aircraft operating costs will be determined entirely at the discretion of Southern Wings Ltd and such costs will be updated on a half yearly basis. These refundable costs will include:
 - Fuel
 - Maintenance Allowance
 - Overhaul Allowance
 - Aircraft Hire

- A penalty of 20% will be applied against any such refund.

Any such application under the above must be submitted on the prescribed form no later than 30 days from the date of withdrawal from the course regardless of the reason for such a withdrawal.

13. Declaration

I declare that to the best of my knowledge that all the information supplied is true and complete. I agree with all the condition above and consent to the disclosure of the personal information above.

Signature of Applicant

Date