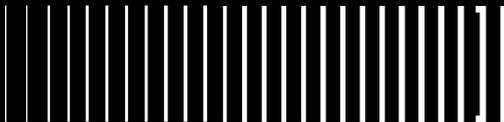


Student Information

0800 TPP INFO
tpp.ac.nz



Creating
BETTER
Together

Tai Poutini Polytechnic
West Coast
NEW ZEALAND

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About Us

At Tai Poutini Polytechnic we're serious about education. Our tutors are all experts in their field, have excellent industry connections and are passionate about teaching. They want you to learn the skills you need to succeed.

We value our students and we want your time with Tai Poutini Polytechnic to be an exciting experience that helps you get ahead. We want you to have a fantastic experience while you're here so we offer support programmes that ensure the health and wellbeing needs of students are met. We also work with you to help you achieve your learning goals.

Tai Poutini Polytechnic's wide range of practical programmes are focused on teaching you the skills you need to succeed in your chosen career. We offer various training options, including full-time programmes, short courses and fees-free options in some cases. We can also offer some part-time options to make the learning work for you. All Tai Poutini Polytechnic programmes have NZQA approval and are designed to give you a strong foundation in your chosen career.

Tai Poutini Polytechnic has campuses in Auckland, Christchurch, Wanaka, Westport and Greymouth, with a wide range of study options. Greymouth students have the option of living in Tai Poutini Polytechnic's own student accommodation facilities. A home away from home while you're studying. Tai Poutini Village offers 58 individual rooms and shared facilities for students. Village staff provide you with a living environment which encourages and supports the educational mission of the Polytechnic, supporting students in their chosen programme of study, and helping them to develop personally, socially and culturally.

Applying to enrol as a student at Tai Poutini Polytechnic is simple. If you require more information or wish to speak directly with a tutor please email us at info@tpp.ac.nz or free phone 0800 800 411 (TPP)

www.tpp.ac.nz/studentinfo

Student Services

Introduction

Student Services staff provide support, advice and advocacy for any problems you may encounter while studying at Tai Poutini Polytechnic (TPP). Services provided include:

- Advice and support with StudyLink applications
- Study and learning support
- Health and wellbeing
- Programme course information
- Scholarship information
- StudyLink queries
- Finance and budgeting help
- Referrals to external agencies
- Coping with all aspects of student life
- Access to free independent counselling service
- Information on discounted medical services
- Advice on career/study pathways, CV writing and job interview preparation

Support Services Contacts

Greymouth Campus

Jodie Knipe

Email: jodiek@tpp.ac.nz

Direct Dial: (03) 769 9409

Free Phone: 0800 877 787

Auckland Campus

Tenaeta Te Aika

Email: tenaeat@tpp.ac.nz

Direct Dial: (09) 254 4544

Learning and Disabilities

Kia Ora, Welcome.

Information, resources and support services are offered to students with disabilities and students with learning difficulties.

You may need to complete a needs assessment before you can access disability support. Contact the Learning Support and Disabilities Co-ordinator at your campus to arrange a time to do this. You should be able to provide evidence of needing support and, if required, be available for assessment.

Please ensure you have the support you need before your programme of study begins.

Information

The Learning Support and Disabilities Staff are available to assist you with programme advice and enrolment assistance. Firstly find out your programme requirements and prerequisites from the programme tutor or course handbook.

Once enrolled your learning support and disabilities requirements will be made known to your tutor, with your permission.

Campus Access

If you experience any difficulty with campus access, please notify a Learning Support and Disabilities staff member.

Disabled Parking

Please contact your Learning Support and Disabilities Co-ordinator for advice on where to park.

Learning Support and Disabilities Contacts

Greymouth Campus

Bram de Vries

Email: bramd@tpp.ac.nz

Direct Dial: (03) 769 9454

Auckland Campus

Tenaea Te Aika

Email: tenaeat@tpp.ac.nz

Direct Dial: (09) 254 4544



Student Services

Maori and Pasifika Support Services

Nau mai, haere mai ki te Kuratini o Te Tai o Poutini.

Enrolling in tertiary education is a major stepping stone to your chosen career and it is important you study in a supportive and culturally friendly environment.

We can help you with

- Scholarship and grant applications
- Hapū, Iwi, and community contacts/links
- Study and learning support
- Mentoring/welfare support
- Health and wellbeing
- Academic support

***“Naku te rourou, nau te rourou
ka ora ai te iwi”***

*“With your basket and my basket
the people will be fed”*

Maori and Pasifika Support Services Contacts

Tai Poutini Polytechnic

David Mason

Email: davidm@tpp.ac.nz

Direct Dial: (03) 769 9452

Bus Services

Tai Poutini Polytechnic provides students with a bus service operating Monday to Friday between Greymouth and Hokitika. The Hokitika bus will collect students in the morning and return to Hokitika in the afternoon. This bus service is free for TPP students with valid student ID card.

Hokitika Bus Pick-up times:

7.45am 4 Square Store on Stafford St

7.50am 4 Square Store on
Fitzherbert St

Hokitika Bus Departure times:

4.30pm TPP Puketahi St gate

If you live between Greymouth and Hokitika you can arrange for pick-up/drop-off by contacting Rebecca Stanger on 03 769 9651/027 2280170.

This service will only operate within Polytechnic term dates. For bus service updates please visit www.tpp.ac.nz/transportation

Library Services

More than just books and study guides, TPP's library is designed to support students in their study and research. Staff are available to assist students in a variety of ways, from help with computers and academic writing to accessing and using a range of resources. You're not alone when you're studying with TPP and we've recently reorganised our library facilities to make them more useful and appealing for students and for the wider community.

Collections are tailored to the requirements of TPP study programmes. The TPP Central Library at our Greymouth campus holds the largest collection. Small collections can be found in Westport, Wanaka and Auckland, which relate to the programmes offered at these campuses. Online resources are accessible across all TPP sites.

Our friendly staff can help library users to get the best from their time, by providing easy access to the numerous resources that are available.

Student Cafe

Food is fuel for the brain and you'll be able to keep your tank full at the TPP student café. With a range of healthy food options, our café is a great place to grab a bite and relax with your classmates between study sessions.

The cafe is located centrally within TPP's Greymouth Campus and it also serves as an information hub for students. It serves a variety of food throughout the day from 8am-2.30pm. Outside these hours there is a drinks vending machine as well as a small self service kitchen.



Student Services

Fees Free Education

Thanks to the New Zealand Government, this dream has become a reality. Tertiary education will be fees-free in 2021 for those who haven't studied before.

Here at Tai Poutini Polytechnic, we would love for you to take this opportunity to pursue your passion. Whether you're interested in becoming a ski patroller or office administrator, we can get you to where you want to be.

Who me? Yes you!

If you're a New Zealand citizen or resident of New Zealand or Australia and have lived here for at least three years, you're eligible for the scheme.

There are no age restrictions. Studies can be completed either full time or part time and over a number of years.

For more information check out www.feesfree.govt.nz. Make sure you have your National Student number on hand to make the process nice and easy.

Not sure when to apply?

Why wait? This is a great opportunity to apply to study with us in 2021.

We encourage anybody to apply now. If you're struggling to get your head round the finer details of the application process, don't worry. Simply get in touch and we can take care of the niggly details for you.

If at any time you have any questions, just get in touch with us at info@tpp.ac.nz, or on our free phone number 0800 800 411.

Youth Guarantee and Foundation Education

Youth Guarantee Scheme

The Youth Guarantee Scheme is for young people entering tertiary study to gain a Level 1-3 qualification. The scheme plays a significant role in contributing to the Government's aim of ensuring young people gain higher level qualifications to better prepare them for their role in the workforce.

Youth Guarantee students pay no programme fee and some may qualify for travel assistance.

Who is eligible?

To apply for a YGS place, you must:

- Have left school, with or without qualifications
- Be 15 years at the time of commencing study, and have an early leaving exemption from school; or
- Be aged 16 to 19 years OR be a teen parent aged under 19 years, and referred by MSD; or
- Have been enrolled in the previous year and returning to complete the same qualification (may include students aged 18+)
- Commit to a full year of study towards gaining a qualification at Level 1, 2 or 3, preferably at a level higher than any qualification they already hold



Foundation Education

People aged under 25 years old are entitled to free education when they enrol on any Level 1 or Level 2 foundation programme.

The aim is to ensure that all young people gain the core foundational skills required for success in life and for higher level vocational study, training and employment. Key components of these programmes will include literacy and numeracy development, developing skills to pathway into industry, and the completion of Level 1 and Level 2 qualifications.

Who is eligible?

You are entitled to fees-free education if you:

- Are under 25 years old; and
- Do not have a Level 1 or Level 2 qualification; and
- Are willing to commit to studying towards gaining a qualification at Level 1 or 2.

Student Awards and Scholarships

Introduction

Student awards and scholarships are offered each year enabling students attending full-time programmes at Tai Poutini Polytechnic to receive financial assistance.

Applications must be made using the appropriate forms (available from reception or via the website) and received at the Polytechnic by the closing date.

Applicants must meet the eligibility criteria stated in the terms of reference for each award. For more information please contact our reception or visit our website, www.tpp.ac.nz/awards.

There are also scholarships and awards offered by other organisations. For more information please check out the Generosity New Zealand website for givME (available on campus computers) at <http://generosity.org.nz/givme>.

South Westland Community Activities Trust Attendance Assistance Awards

Four annual awards of up to \$800 each (or \$200 per term) will be made to assist with costs associated in attending a full-time programme of at least 17 weeks duration at TPP's Greymouth Campus. The awards are made solely to assist with costs associated for that student to attend their programme for example – travel, child care etc

Please refer to the Terms of Reference for closing dates.

South Westland Community Activities Trust Entrance Awards

Three annual awards of up to \$1,000 each will be made to students enrolled in, or preparing to enrol in a full-time programme of at least 17 weeks duration at TPP's Greymouth Campus. The awards are made solely to assist with programme fees, course-related costs or expenses.

Please refer to the Terms of Reference for closing dates.

West Coast Trades Academy Training Scholarship

The WC Trades Academy Training Scholarships are sponsored by Tai Poutini Polytechnic (TPP) and provide three awards of \$1,000 each to assist Trades Academy students to attend TPP in 2021.

Cave Creek Student Memorial Scholarships

The Cave Creek Student Memorial Fund was established to honour the 13 TPP Outdoor Recreation students who lost their lives when a viewing platform collapsed at Cave Creek on the West Coast on 28 April 1995.

Students enrolling in any full-time outdoor pursuits programme (Certificate in Outdoor and Adventure Education, Diploma in Outdoor and Adventure Education, or the Certificate in Ski Patrol) at Tai Poutini Polytechnic in 2021 are eligible to apply for one of up to 10 academic scholarships. All applicants are required to be New Zealand citizens. The value of the scholarships will vary – in the past few years the amount awarded has been approx. \$1,500 each for programme fees or course-related costs and expenses.

Please refer to the Terms of Reference for closing dates.

Allan Beaumont Award

Open to residents from the West Coast region enrolled, or preparing to enrol, on a full-time programme at one of the TPP's West Coast campuses. Intended to assist second-chance students to gain access to tertiary education.

Please refer to the Terms of Reference for closing dates.



Student Loans and Allowances

Student Loans

Student loans are a Government loan for New Zealand students that you repay through the Department of Inland Revenue when you start working. To qualify for a student loan you must: be a New Zealand citizen, or an Australian citizen or permanent New Zealand resident who has lived in New Zealand for at least three years; be enrolled in a Ministry of Education approved full time or part time programme (the equivalent of at least 12 weeks full time).

There are three parts to the loan that you may be eligible to borrow:

- Course fees
- Course-related costs (up to \$1000)
- Living costs

To apply you will need your IRD number, your bank account details and a certified copy of your birth certificate or passport. Apply early! It can take at least three weeks to process your loan application.

Apply online at www.studylink.govt.nz

Student Allowances

New Zealand students aged 18 or over, attending a full time programme of 12 weeks or longer, may be eligible for a student allowance. Students who are 16 and 17 years of age may also be eligible in some circumstances. Allowance rates may be affected by a student's parents' income, and can be topped up by a student loan in some situations. You can apply online to see if you are eligible.

Contact StudyLink for further information

Phone: 0800 88 99 00
Email: studylink@msd.govt.nz
Website: www.studylink.govt.nz

Work and Income

Assistance may be available to you through Work and Income if you're planning to do a work-related course and you get one of the following benefits:

Sole Parent Support
Supported Living Payment
Young Parent Payment

Contact Work and Income for further information

Phone: 0800 559 009
Website: www.workandincome.govt.nz



Accommodation

Introduction

Tai Poutini Polytechnic (TPP) has accommodation available for students studying at West Coast campuses in Tai Poutini Village, located in Greymouth.

Various accommodation options for students studying at other campuses are included in this brochure.

Greymouth Accommodation

Facilities

TPP Greymouth has 58 accommodation rooms available for 2021. If demand exceeds supply we will actively seek external rentals. Student Services will also be available for assistance.

The accommodation includes:

- 58 individual rooms in six units with shared common room, ablutions and kitchens

Costs

- Weekly rentals are \$148 per room (inclusive of electricity and Wi-Fi) for 2021. An initial payment in advance of \$746 is required, this is made up from:
- \$100 administration fee - non refundable
- \$350 bond - refundable on satisfactory exit inspection
- \$296 two weeks rent in advance

Location

Tai Poutini Village units are all in close proximity to the TPP Greymouth Campus and Greymouth CBD.

Notification

Applications for accommodation should be made as soon as programme acceptance has been received.

Applicants will be notified of the results of their application as soon as possible after the selection meeting.

Successful applicants will be allocated a room by TPP. Unsuccessful students may be waitlisted. Private board and rental accommodation are also available close to the campus.

General

Residents of Tai Poutini Village are expected to maintain high standards of conduct and take responsibility for the security and general cleanliness of their allocated accommodation. Cleaning equipment is supplied, but you are required to purchase your own cleaning products. All rooms are subject to periodic inspection.

- The Residency Agreement must be signed to secure a room or be placed on the waiting list.
- Initial payment is required to secure a room or be placed on the waiting list.
- Laundry facilities supplied – washing machines and dryers require \$2 to operate.
- Beds are king singles.

- Residents are required to supply all bedding: duvet, blankets, sheets, pillows, pillowcases, towels, hand towel, flannels and tea towels.
- Residents are required to supply their own TV and free-to-air unit for individual rooms – a TV is supplied for all common areas.
- All units have a phone for local calls only.
- Wi-Fi access is supplied within the village.
- All units are supplied with fridge/freezer, furnishings, microwave, jugs, toaster and basic cooking equipment.
- There is limited off street parking.
- All residents are to have insurance to cover their personal belongings.
- All accommodation units are unsupervised.
- No pets are allowed in the accommodation or village grounds.
- There is a zero tolerance to illegal drugs and alcohol abuse.
- Meals are resident's responsibility.

Termination of Residence

TPP reserves the right to terminate the residency agreement where a tenant has demonstrated unsatisfactory behaviour, committed a major breach of the rules or on withdrawal from study at TPP.

Method of Application

Applicants for accommodation are required to complete the application form that is enclosed in this brochure, available from Greymouth Campus Reception, or on www.tpp.ac.nz. Please return completed forms to:

Rebecca Stanger

Tai Poutini Polytechnic
Private Bag 607, Greymouth, 7840

As there is limited accommodation available, application for accommodation is required as early as possible to be able to secure a room. Applicants should fill in their name and school (if appropriate) on the confidential report form and pass it on to the principal of the school they presently attend or most recently attended. The principal (or his or her nominee) will complete the form and forward it to the Accommodation office under separate cover.

For applicants who have left school, including mature students, a personal reference from a Justice of the Peace, minister of religion, work colleague or other community figure is required.

Applicants, if under 18 years of age, will require written parental or guardian consent if they wish to share accommodation with an applicant of the opposite gender.

Westport Accommodation

Seal Colony Top 10 Holiday Park	(03) 789 8002
Westport Holiday Park	(03) 789 7043
Bazil's Hostel Ltd	(03) 789 6410
Pakington House	(03) 789 5657
Foc'sle Hostel	(03) 789 6226
Triplnn Hostel	0800 737 773 or (03) 789 7367

Reefton Accommodation

Motel/Hotel

Reefton Auto Lodge	(03) 732 8406
Hotel Reefton	(03) 732 8447
Wilson's Hotel	(03) 732 8800
Bellbird Motels	(03) 732 8444
Lantern Court	(03) 732 8574

Bed & Breakfasts

Reef Cottage B&B	(03) 732 8440
Quartz Lodge B&B	(03) 732 8383
Alfresco's Accommodation	(03) 732 8513

Backpackers

The Old Bread Shop	(03) 732 8420
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Guest House

Old Nurses Home	(03) 732 8881
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Camping Ground

Reefton Domain	(03) 732 8477
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Cottage

Rose Cottage	(03) 732 8827
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Auckland Accommodation

Long Term Stay

Scholar Apartments	(09) 367 0010
Central Hostel	(09) 377 6889
Arena Hotel	(09) 303 2463
Y.M.C.A.	(09) 303 2068
Y.W.C.A.	(09) 377 8763
Princeton Apartments	(09) 950 8300
UniLodge on Whitaker	(09) 320 4790
Columbia Apartments	(09) 950 8600
Empire Apartments	(09) 950 9000

Homestays

Hippo Homestay	(09) 294 7665
Kiwi Homestay	(09) 418 2900

Hostels/Backpackers

Y.H.A.	(09) 309 2802
Choice Backpackers	(09) 309 8802
B.K. Hostel	(09) 307 0052
Base Backpackers	0800 227 369
Queen St Backpackers	0800 899 772
Pentland Backpackers	(09) 638 7031
JUCY Snooze	(09) 379 6633

Wanaka Accommodation

A range of accommodation is available in Wanaka including rental housing, private board, hostel/backpacker and five camping grounds.

Some students arrange accommodation as early as possible in order to secure a place. Students who don't secure their accommodation before arriving in Wanaka typically spend a week in a motor camp before they get sorted. Please complete the "Sharing of Contact Information" section of the ski patrol questionnaire and return if you are interested in sharing accommodation with other Ski Patrol students.

Rental housing

Rental housing ranges in price from about \$250 to \$450 per week, depending on the number of bedrooms. This equates to \$80-\$150 per person. The houses are 2-4 bedrooms, furnished or unfurnished.

Private board

Private board often includes meals, power and phone. Prices vary and are usually advertised in "The Messenger".

Camping ground

There are several camping grounds in the Wanaka area with a range of cabins, tents and caravan sites.

Hostel/Backpacker

Seven accommodation houses offer this service in Wanaka. Typically facilities include single or twin share rooms, kitchen and common room. The average rate is \$25-\$35 per night.

Cheaper rates are negotiable for long term stayers.

Wanaka accommodation option contact details:

Wanaka Holiday Park	(03) 443 7883
Wanaka YHA	(03) 443 7405
Bullock Creek Lodge	(03) 443 1265
Lake Hawea Holiday Park	(03) 443 1767 or 027 226 0283 (also allows weekly rentals)
Wanaka Backpackers	(03) 443 7837
Matterhorn Park Backpackers	(03) 443 1119
Outlet Motor Camp	(03) 443 7478
Pleasant Lodge Holiday Park	(03) 443 7360

Real estate agents that may also be able to help you find accommodation:

Harcourts	(03) 443 7829
LJ Hooker	(03) 443 7191
Locations	(03) 443 6901
Kindley	(03) 443 8016
Wanaka Reservation	(03) 443 1559

The list above is not exhaustive and an energetic search will uncover more contacts and leads.

Advertisements can also be placed in Wanaka's local newsletter 'The Messenger'. Contact: PrintIt on (03) 443 7804, this can also be read online at www.printit.co.nz.

Satellite towns of Hawea, Albertown and Luggate also offer potential rental properties within 10 minutes' driving time of Wanaka.

Coast Connect

Coast Connect is connecting our region

Coast Connect creates opportunities for Coasters to connect, create relationships and find jobs. Coast Connect works with job seekers, students, local businesses, training providers and employers to create better outcomes for the West Coast.

You can reach Coast Connect online – www.coastconnect.co.nz – or visit the Coast Connect Employment and Careers Hub at TPP's Greymouth campus. Coast Connect is part of TPP's wider effort to support local industry and help people follow their career goals.

What is Coast Connect?

Designed specifically for the West Coast, Coast Connect combines an interactive web app for employers and job seekers, with a physical hub where people can drop in to get assistance with their search and help prepare you for employment. Coast Connect is equally focused on job seekers and employers – so we're here to help you find a job, or help find you the skilled staff you're looking for.

How can Coast Connect help me?

Coast Connect web app

Employers can list job vacancies and job seekers can look up what work is available to suit their skills and experience. TPP also gets involved helping job seekers identify local training opportunities that will help them apply for existing job vacancies in the region.

Coast Connect Employment and Careers Hub

The Coast Connect Employment and Careers Hub is open to the public at TPP's Greymouth campus and you're welcome to drop in any time. You'll find us 73-87 Tainui St, Greymouth. The hub is off the front carpark at Tai Poutini Polytechnic (follow the flag and footprints on the concrete). At the hub, you'll be able to speak with Coast Connect staff to get help preparing your CV, considering study options, learning interview skills and more.

Coast Connect business and industry liaison

TPP staff supporting Coast Connect spend time out in the region, talking to industry representatives, local employers and businesses to find out what skills they are looking for and help get local job seekers prepared for real jobs. We're always keen to talk, so if you haven't heard from us, give us a call on 0800 CCNCT (0800 226 628).

Resources and services

At the Coast Connect Employment and Careers Hub you'll have access to resources to help you prepare for your new career. These include:

- Information on career and study options
- Searching for a job
- Guides to preparing a CV
- Assistance with interview skills and preparation
- Career action plan creation
- Supporting and encouraging you to get back on your feet
- Career planning tools
- Internet access to help with the job process
- And more!

Links to help you now

There's plenty of information online to help with your job search. We can talk through what's out there, or take a look at the following links.

- Create a professional CV:
www.careers.govt.nz/tools/cv-builder/
- Discover your career interests:
<https://www.careers.govt.nz/tools/careerquest/>
- Search for West Coast jobs:
www.coastconnect.co.nz
- Create a career development plan:
www.careers.govt.nz/tools/personal-development-plan/
- Connected is a service to help New Zealanders connect to the wide range of Employment, Education and Training supports and advice available through government agencies: www.connected.govt.nz/

Contact Coast Connect

- Call Coast Connect on 0800 CCNNCT (0800 226 628)
- Drop in to the Coast Connect Employment and Careers Hub at TPP's Greymouth campus
- Email Coast Connect's Maree Thomas at mareet@tpp.ac.nz
- Visit the website www.coastconnect.co.nz

The Tai Poutini “Edge”

Version 14.08.2020

Tai Poutini is nestled between the wild Tasman Sea and the grand Southern Alps. People who live on the West Coast know what it takes to live on the edge. Confidence, skills and a “can do, will do” attitude set them apart.

TPP graduates are out there on the edge doing it!

He aha te mea nui o te ao?

He tangata, he tangata, he tangata!

What is the most important thing in the world?

It is people, it is people, it is people!

Tai Poutini Polytechnic
 West Coast
NEW ZEALAND

0800 TPP INFO
tpp.ac.nz
study@tpp.ac.nz