

## Applying for Your Student Visa: New Zealand

### What is a visa?

A visa is official authorization allowing you to enter a country to travel, work, live, or study there for a specific period of time. Generally, a visa is an elaborate stamp that is sealed onto one of the pages of your passport. Visas are issued to American citizens by a foreign country's embassy or consulate located in the United States. Every country has its own regulations governing the issuance of visas.

### Do I need a visa to go to New Zealand?

You must apply for a student visa if you are going to New Zealand to study full time for longer than three months. A student visa will allow you to enter New Zealand; it shows you have permission to travel to New Zealand and that you may be granted a student permit when you arrive. Your spouse and children may apply for a Visitor or Student visa. An excellent resource for New Zealand visa information is:

<http://www.immigration.govt.nz/>.

### What do I need to apply for a visa?

You will need the following to apply for your visa:

- **A valid passport.** Make sure that your passport is valid for 3 months *past* the date that you leave New Zealand.
  - ◆ See page 1 in the Study Abroad Handbook for passport application information.
  - ◆ Apply early for your passport! It may take 6-8 weeks to process your application.
- **A completed visa application.** This form, Student Visa/Permit Application (form INZ 1012), can be downloaded from: <http://www.immigration.govt.nz/migrant/stream/study/application/default.htm> along with instructions to help you complete it (form INZ 1013). Do not forget to sign this document!
- **A passport-sized photo** with your full name written on the back.
- **Proof that you have an offer of place.** Page 6 of the application asks you a question about this. Attach a letter of acceptance from your host university which should include information about the length of your study.
- **Evidence you have paid or are exempt from paying course fees.** This is also on page 6 of the visa application. If you are a fee-paying student, a receipt of your payment should be mailed by Massey University to the NZ Embassy in Washington, DC; however keep all records of this transaction for your own records. If you are paying fees to UM, include your acceptance letter from IP.
- **Proof of sufficient funds** (page 7 of the application). The Financial Undertaking form (INZ 1014) can be found at: <http://www.immigration.govt.nz/migrant/general/formsandfees/formsandguides/study.htm>. You must prove that you have access to NZ\$1000 per month that you plan to be in New Zealand. This can be in the form of a bank statement in your name, and/or a bank letter or statement from an outside source of funding (i.e., a parent or sponsor) that states their wish to fund your study.
- **Proof that you plan to leave.** You must show evidence of how you will leave New Zealand once you have completed your studies. The consulate may ask you to show your travel documents.
- **Temporary Entry X-ray Certificate**, if you are studying for between 6 and 12 months showing that you have been screened for tuberculosis.
- **There is no application fee for American citizens.**
- ▶ **Attention:** This list may not be all-inclusive! Verify this information with the embassy, as the application process can change.

- ▶ Apply as soon as possible: The procedure for processing an application for a Student Visa requires up to 15 working days to be processed, but any omissions in your application will cause significant delays in receiving your Student Visa.

## How do I obtain a visa?

### A. In person

- Take your documents to the appropriate New Zealand Embassy or Consulate. This depends your state of residency, and which consulate/embassy has jurisdiction over your state. The Los Angeles Consulate has jurisdiction for Montana residents.
- Call the embassy before you visit to verify hours of operation and location.
- Avoid waiting until the last minute to apply for your visa, as omitting one document or failing to complete a form completely may delay the processing of your visa for weeks.

### B. Via mail

If you decide to apply for your visa via mail rather than in person, you should:

- Send all documents, including your passport, in a FedEx, US Overnight Mail, or other express mail service that provides a tracking number for your parcel, to the consulate that covers your state of residency. **Keep a photocopy of all documents, including your passport, for yourself.**
- *If* there is a fee for your visa, send a personal check. The New Zealand Embassy does not accept money orders. Do not send cash in the mail.
- Apply early: missing documents may cause delays in the processing of your application. Allow a minimum of 15 working days for your visa application to be processed.
- Enclose a *postage paid* FedEx/US Overnight Mail envelope *addressed to yourself*. The consulate will only return your visa and documents if you provide a return envelope.
- Do not leave the country until you have received your passport and visa.

### General tips for applying for a visa:

Foreign embassies and consulates in the US receive hundreds of inquires every day so contacting them can be a trying experience. Have patience. Some consulates only receive visitors or calls during certain hours of the day or on certain days of the week; visit their website to learn their hours or call back at different times of the day. You may find that you are placed on hold or that your call is never forwarded to the appropriate person. Don't be discouraged: be persistent, but polite. Remember that US consulates in foreign countries operate in a similar fashion!

#### New Zealand Consulate-General: Los Angeles

**States Served:** Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Wyoming, and Washington.

**Address:** 2425 Olympic Blvd, Suite 600 East Santa Monica, CA 90404

**Phone:** (310) 566 6555 **FAX:** (310) 566 6556

**Website:** <http://www.immigration.govt.nz/branch/losangelesbranchhomepage/>

**Email:** [nzcg.la@verizon.net](mailto:nzcg.la@verizon.net)

**Hours:** 9:00 am-12:00 pm Monday through Friday

#### New Zealand Embassy: Washington, D.C.

**States Served:** residents of any state that is not listed above.

**Address:** 37 Observatory Circle NW, Washington, D.C. 20008

**Phone:** (202) 328 4800 **FAX:** (202) 328 4836

**Website:** <http://www.immigration.govt.nz/branch/WashingtonBranchHome/>

**Email:** [nz@nzemb.org](mailto:nz@nzemb.org)

**Hours:** 9:30 am-12:30 pm Monday through Friday