

# Admission Regulations

## A. General

1. Except where the relevant regulations otherwise

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- (c) International English Language Testing System (IELTS) score of 6.0 overall with no score lower than 6.0; or
- (d) Advanced Placement International English Language Test (APIEL) score of 3 or higher; or
- (e) Cambridge English Test, CPE grade C or CAE grade A.
- (f) University of Canterbury Certificate in English for Tertiary Studies (CertEnglishTertStudies) (undergraduate module), grade C or higher.

For postgraduate entrants: either

- (a) TOEFL paper-based test score of 600 and TWE of 5.0;
  - (b) TOEFL internet-based test score of 100 with minimum band scores for Reading 23, Listening 23 and Writing 22;
  - (c) IELTS 7.0 with no score lower than 6.5;
  - (d) APIEL score of 4 or higher;
  - (e) Cambridge English Test, CPE grade B.
  - (f) University of Canterbury Certificate in English for Tertiary Studies (CertEnglishTertStudies) (postgraduate module), grade C or higher.
4. Higher minimum English language requirements may be set, where relevant, for entry into particular awards. The following awards require IELTS 7.0 with no score lower than 7.0: BEd/GradDipTchLn(Secondary); BSpC; BTchLn(EarlyChildhood); BTchLn(Primary); DipTchLn; GradDipTchLn(EarlyChildhood); GradDipTchLn(Primary); GradDipTchLn(Secondary).
- 5.

- registration;
- (b) Social Work qualifications, plus compliance with suitability requirements;
  - (c) Hoaka Pounamu: Graduate Diploma in Te Reo Maori Bilingual and Immersion Teaching;
  - (d) Bachelor of Sport Coaching;
  - (e) Postgraduate Diploma in Health Sciences (Early Intervention);
  - (f) Master of Health Sciences (Early Intervention);
  - (g) PhD: Health Sciences, if in Early Intervention;
  - (h) HLTH 420;
  - (i) HLTH 421;
  - (j) HLTH 422.

## B. University Entrance

### 1. University Entrance means:

- (a) From 2005:
  - i. A minimum of 42 credits at Level 3 or higher on the National Qualifications Framework, which must include a minimum of 14 Credits at Level 3 or higher in each of at least two approved subjects, with a further 14 Credits at Level 3 or higher from one or two domains or approved subjects;
  - ii. and the numeracy requirement of a minimum of 14 Credits at Level 1 or higher in Mathematics or Pangarau on the National Qualifications Framework;
  - iii. and the literacy requirement of a minimum of 4 Credits in Writing and 4 Credits in Reading at Level 2 or higher on the National Qualifications Framework in approved credits in either English or Te Reo Maori. The full requirement must be met in one of English or Te Reo Maori but not a combination of both.

Note: The University will be informed by the New Zealand Qualifications Authority of those who are eligible for University Entrance under these provisions.

- (b) From 1993 to 2004: Higher School Certificate and a C grade or higher in each of three New Zealand University Entrance, Bursaries and Scholarships Examinations subjects.

## C. Transfer

1. Any person who is eligible for University Entrance under these provisions may apply for transfer to any of the following subjects:
  - (a) ...
  - (b) ...

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Transfer above.

4. Where degree regulations make provision for entry and/or credit for specified tertiary courses, an application for ad eundem status credit is not required. Applicants should contact the Admissions Office for information on how to apply.
  5. For the prescribed fee for credit ad eundem status see the Schedule to the Fees Regulations.
2. A person who has gained academic qualifications at secondary school level outside New Zealand or non-NCEA secondary qualifications at any educational institution in New Zealand may be admitted ad eundem status as a candidate for a degree or other qualification with such standing as the Academic Board may determine.
    - (a) Notwithstanding the above, in exceptional circumstances a person who has not yet completed such a qualification but on the assessment of the Academic Board is considered to have achieved preparation of equivalent status, may be granted admission ad eundem status.
    - (b) In such cases continued enrolment might be conditional on passing such courses as the Academic Board may determine.
  3. A student admitted ad eundem status with the status of a holder of a degree or other academic award is deemed to satisfy any academic requirement which a holder of this award may satisfy, but not to be a holder of this award.
  4. Before being admitted ad eundem status, applicants must satisfy the requirement of competence in English as prescribed in Section A General, Regulation 3 above.
  5. Applications for admission ad eundem status must be made on the prescribed form with the prescribed fee and supported by (a) evidence identifying the applicant and (b) original certificates of the academic qualifications on which the application is based (or certified copies thereof).

## Notes:

1. For the prescribed fee for admission ad eundem status see the Schedule to the Fees Regulations.
2. Applications may be made at any time, but to be certain of receiving notification of acceptance in time to complete the formalities (especially in the case of overseas applications), applicants must make sure that the necessary forms are submitted before 1 November for

Semester 1 (February start) and before 1 May for Semester 2 (July start).

## E. Discretionary Entrance

1. These regulations are applicable to New Zealand citizens and permanent residents and Australian citizens who are under 20 years of age and who are not otherwise qualified to enrol for an undergraduate degree qualification.
2. Eligibility to apply: A person under the age of 20 years may apply for Discretionary Entrance provided that he or she:
  - (a) is a citizen or permanent resident of New Zealand or a citizen of Australia; and
  - (b) does not meet the University Entrance standard; and
  - (c) has achieved a minimum of 24 points in the International Baccalaureate but has not been awarded the Diploma; or
  - (d) has received schooling to at least New Zealand Year 12 (or its equivalent overseas), and has obtained a minimum of 72 credits at Level 2 NCEA including a minimum of 14 credits in each of four subjects, three of which must be approved subjects, and a number of Merits and Excellences, or equivalent; and
  - (e) has met the literacy and numeracy standards required for University Entrance, or their equivalents; and
  - (f) has:
    - i. not completed Year 13 at a New Zealand secondary school; or
    - ii. undertaken study in Year 13 at a New Zealand secondary school, but has not attempted to qualify for University Entrance.
3. Any applicant against whom a decision is given under Section E may appeal to the Assistant Vice-Chancellor (Academic). The appeal must be lodged in writing with the University Grievance Advisor within 10 working days of the decision or such longer period as the Assistant Vice-Chancellor (Academic) may determine. A person whose application is declined by the Assistant Vice-Chancellor (Academic) may appeal to the New Zealand Qualifications Authority, whose decision in the matter is final.

Further information, regulations and application forms may be obtained from the nearest secondary school or University Liaison Office. Applications with the applicable fee must be made before 10 December. Late applications will be considered on a case-by-case basis.

Note: Students attempting to achieve University Entrance under NCEA in one year are not eligible to apply for Discretionary Entrance in that year. They may, however, apply for entry to summer programme credit courses. If University Entrance is not gained, the student may continue with the course and if successful will be credited with the course when eligibility to enrol at the University is achieved.

## F. Special Admission

1. In exceptional cases, a person who does not qualify for admission under Section A, General Regulation 2(a)-(e) above may apply for special admission to enter the University if they:
  - (a) are a domestic student, and are under 20 years of age on the official course start date, or
  - (b) are an international student.
2. In assessing whether to grant special admission in particular cases the Academic Board will consider:
  - (a) whether the applicant has met a standard equivalent to that required under Section A General, Regulation 3, and Section B University Entrance; and
  - (b) evidence of the applicant's prepre 1.417 0 2ooFEFFD17 -1.187 Tdc0009ir



BIOL 203	Apply to enrol from 4 October 2011. Enrolments will be taken until the last official date to Apply to Enrol.		35
BIOL 305	Apply to enrol from 4 October 2011. Enrolments will be taken until the last official date to Apply to Enrol.		16
BIOL 493	Apply to enrol from 4 October 2011. Enrolments will be taken until the course is full. Selection will be based on previous academic record in appropriate 300-level Biological Science courses as determined by the Head of School.		16
<b>B</b>			
BIOS 201			75
<b>B</b>			
CFPY 501 CFPY 502	Special application to school by 1 October 2011.	10 November 2011	12
<b>B</b>			
CINE 210	Folio of work to programme by 31 October 2011.	Not offered in 2012	
<b>B</b>			
CMDS 490		10 January 2012	10
<b>B</b>			
ENCE 260			300
<b>B</b>			
EDEM 671 EDEM 672	Special application to school by 1 October 2011.	10 January 2012	12 ISQ: 2
<b>B</b>			
ENGR 403			35
<b>B</b>			
ENGL 220 ENGL 231	Folio of work to programme by 31 May 2012.		
<b>B</b>			
FINC 302	Apply to enrol by 1 February 2012.		70
FINC 305	Apply to enrol by 1 February 2012.		85
FINC 312	Apply to enrol by 1 February 2012.		50
<b>A</b>			
Graphic Design			
DESI 201 DESI 301 DESI 401	Special application to school by 17 October 2011.		25 total ISQ: 2
Film			
FILM 201 FILM 301 FILM 401	Special application to school by 17 October 2011.		24 total ISQ: 2
Painting			
PAIN 201 PAIN 301 PAIN 401	Special application to school by 17 October 2011.		30 total ISQ: 2
Photography			
PHOT 201 PHOT 301 PHOT 401	Special application to school by 17 October 2011.		24 total ISQ: 2





MUSI 126			56
MUSI 141	Special application to school by 15 September 2011.		
<b>■</b>			
ENNR 451			40
<b>■</b>			
PSYC 345		Not offered in 2012	30
PSYC 428		Not offered in 2012	20
PSYC 404 PSYC 433 PSYC 462 PSYC 470 PSYC 475		1 February 2012	20 each course
PSYC 459			15
<b>■</b>			
SOWK 301 SOWK 308 SOWK 514 SOWK 515 SOWK 614 SOWK 615	Special application to department by 30 September 2011. Selection will be based on academic record and an assessment arranged by the Programme Coordinator.		40 total
SOWK 451 SOWK 471 SOWK 472	Special application to department by 30 September 2011.		40 total
SOWK 525 SOWK 571 SOWK 572	Special application to department by 30 September 2011.		40 total
SOWK 625 SOWK 671 SOWK 672	Special application to department by 30 September 2011.		40 total
<b>■</b>			
SOIL 203		5 July 2012	72

Enrolment in the following programmes will normally require applicants to submit a special application by the stated deadline. Where applicable, enrolment in the following programmes will normally not exceed the number indicated. An international student quota, where applicable, is indicated by 'ISO'.

<b>■</b>		<b>■</b>		<b>A</b>	<b>■</b>
<b>B</b>	<b>■</b>	<b>B</b>	<b>■</b>		
CUP		Applications to the programme close three weeks prior to the official course start dates. Selection is based on previous academic record (NCEA or equivalent), or an internally administered test.			
<b>■</b>					
MBA GradDipBA		Special application to programme by 10 December 2011.		10 January 2012	
<b>■ ■ A ■</b>					
BFA Intermediate		The Head of School of Fine Arts must receive application for admission to FINT 103 no later than 15 November of the year preceding that for which admission is sought.		10 January 2012	65 ISO: 2
BFA(Hons)		Special application to School by 1 November 2011.			

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MFA	Special application to School by 20 October 2011.		
BEEd(Physical Education)	Applications open from 1 July 2011. Applications for Programme Entry close when the programme is full or four weeks prior to the programme start date.		55
BSpC	Applications open from 1 July 2011. Applications for Programme Entry close when the programme is full or four weeks prior to the programme start date.		45
BTchLn(EarlyChildhood) BTchLn(Primary) DipTchLn(EarlyChildhood) GradDipECTeach GradDipTchLn(Primary) GradDipTchLn(Secondary)	Applications open from 1 July 2011. Applications for Programme Entry close when the programme is full or four weeks prior to the programme start date.		
CertLS	Application for Award Entry to College.	1 week prior to programme start date	
MEd with a Certificate in Counselling	Special application to school by 1 October 2011.	10 January 2012	12 ISO: 2

MSc - Hazard and Disaster Management		10 January 2012	15
PGCertAntaStud	Special application to Gateway Antarctica by 1 August 2011.		16
PGDipClinPsync	Special application to Department by 30 September 2011.	1 February 2012	10
PGDipGIS	Special application to Department of Geography by 1 November 2011.	10 January 2012	10

## Part 2

Enrolment in courses in Fine Arts shall be subject to the following conditions:

1.
  - (a) The total enrolment of students taking Studio courses for the Degree of Bachelor of Fine Arts shall not exceed 230.
  - (b) The total enrolment of students taking courses leading to the degrees of Bachelor of Fine Arts(Hons) and Master of Fine Arts shall be limited by such constraints on space and standing as the School of Fine Arts shall determine as existing in any one year.  
Note: The Studio courses are FINT 103 and the courses listed in Part 2 of the Schedule to the Regulations for the Degree of Bachelor of Fine Arts.
2.
  - (a) The total enrolment of students in FINT 103 shall normally not exceed 65, with no more than two international students.
  - (b) Should more than 65 persons apply for admission to FINT 103 applications will normally be accepted in order of academic merit.
  - (c) Normally not more than 50 places will be allocated in the first round of selection to applicants who have been examined in two NCEA Practical Art subjects. Applications for entry under this regulation must be made within four years of completing the NCEA Practical Art credits. In assessing academic merit the School will place the greatest weight on performance in NCEA Practical Art but applicants must also satisfy the School regarding their ability and potential for success in non-studio areas of study.
  - (d) Normally not more than 10 places will be allocated in the first round of selection to applicants who are not eligible for admission under Regulation 2(c) above or have failed to gain a place in a previous year but who can satisfy the School that they possess relevant skills and experience constituting a valid qualification for admission to FINT 103. For admission under this regulation applicants

will be required to submit a portfolio of works and show evidence of ability in non-studio academic work.

### Notes:

1. Applicants must apply to enrol by the prescribed date, but in addition to this they must return a fully completed application form for admission to FINT 103 to be received by the Head of the School of Fine Arts no later than 15 November of the year preceding that for which admission is sought. Applicants must also include a selection of no less than 12 examples of work that supports each of the NCEA Practical Art subjects used in the application for entry into FINT 103.
2. This supplementary submission of work will be presented as colour laser copies printed at A4 format and stapled together. These must be available for viewing by the co-ordinator of Stage 1 Studies no later than 15 November of the year in which application is made.
3. Applications from persons wishing to repeat FINT 103 will be subject to the above limitation.
4. Suitably qualified candidates who consider that their personal circumstances are such that a decision on their admission should be made before selection for the School normally takes place may apply for a reserved place. Such application must be made in writing to the Head of the School of Fine Arts before 1 November of the year preceding that for which admission is sought.
5. Applicants who fail to return an application form to the Head of the School of Fine Arts before 15 November will be considered only after an initial selection has been made.
3. Enrolments in 200-level courses in Part 2 of the Schedule to the Regulations for the Degree of Bachelor of Fine Arts shall normally be limited as follows:
  - Graphic Design (DESI 201): 9;
  - Film (FILM 201): 10;
  - Painting (PAIN 201): 11;
  - Photography (PHOT 201): 7;
  - Printmaking (PRIN 201): 8;

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Sculpture (SCUL 201): 10.

4. Total enrolments in each area of study in Part 2 of the Schedule to the Regulations for the Degree of Bachelor of Fine Arts shall normally be limited as follows (international student quotas are shown in brackets):

Graphic Design (DESI 201, 301, 401): 25 (2);

Film (FILM 201, 301, 401): 24 (2);

Painting (PAIN 201, 301, 401): 30 (2);

Photography (PHOT 201, 301, 401): 24 (2);

Printmaking (PRIN 201, 301, 401): 24 (2);

Sculpture (SCUL 201, 301, 401): 30 (2).

5. When applications exceed the places available for the courses listed in regulations 3 and 4, selection will normally be made on the basis of performance in appropriate prerequisite courses. This is provided that not more than two places in each of DESI 201 and FILM 201 will be allocated, on the first round of selection, to applicants who, though they have not been examined in FINT 103, possess the relevant skills and experience constituting a valid qualification for admission (see Bachelor of Fine Arts Regulation 4).

## Notes:

1. A pass in FINT 103 is normally required for admission to Part 2 courses and a pass in 30 points at 100-level of Art History and Theory and 15 points at 200-level in Art History and Theory is normally required for admission to 300-level courses in Part 2 of the Schedule to the Regulations for the Degree of Bachelor of Fine Arts. For Graphic Design (DESI 201) and Film (FILM 201) only, there is provision for students to be admitted on the basis of other approved qualifications. For details of the application procedure see Bachelor of Fine Arts Regulation 4.
2. Any person who is or was enrolled in a limited entry studio course who considers his or her performance severely impaired by illness or injury or other critical circumstance over an extended period and which caused him or her to discontinue or fail the course may apply for a reserved place in the said course for the next year following only. Such written applications must be received by the Head of the School of Fine Arts before 1 November of the year preceding that for which application is made.
3. While students may normally apply for entry only to those 200-level courses for which they received specific preparatory instruction in Term 3 and 4 of the FINT 103 programme, they may be offered places in other courses once the

first round of offers has been completed.

6. Additional weight may be given to applications for admission to limited studio courses from persons who have successfully completed such prerequisite courses as may be required, within three years of applying for admission.
7. Applications for admission to courses listed in regulations 3 and 4 above must be made on the correct form and be received by the Head of the School of Fine Arts not later than the 3rd Friday in October of the year preceding that for which application is made.

Note: Applications received after the 3rd Friday in October will be considered only after the initial selection has been completed.

## Part 3

Enrolment in courses in Performance offered by the School of Music shall be subject to the following conditions:

1. Enrolment in Performance courses shall normally be available only to students who enrol in such courses for credit to the relevant degree of Bachelor of Music or Bachelor of Music with Honours or Master of Music.
2. The enrolment of students in Performance courses shall be determined as follows:
  - (a) The total enrolment of students taught by full-time performance staff in any one instrument shall normally not exceed 12.
  - (b) The total enrolment of students taught by part-time performance staff shall be limited by constraints on the provision of staffing as the School of Music shall determine in any one year.
  - (c) The total number of places available annually for initial admission in any one instrument shall normally not exceed four.
3. For initial admission to performance courses, students must satisfy a School of Music Audition.

## Notes:

1. Applications for audition must be received by the Administrator of the School of Music by 15 September in the year preceding enrolment. Applications shall be accompanied by an audio recording of the applicant's playing, such a recording to be certified by a school principal, registered music teacher, or other competent authority as an unedited recording of the applicant's performance.
2. After an initial screening based on the submitted recordings, applicants will be invited to attend a live audition at which the applicant

- will perform three contrasting pieces and will be interviewed by performance teaching staff.
3. On the basis of the live audition, all applicants for each instrument and for voice who are of an acceptable standard shall be placed in rank order, and the number of applications accepted shall normally be the same as the number of places available.
  4. If an applicant accepted by the School of Music withdraws before the final date for enrolment or chooses to decline the place, the next applicant in the rank order who was not offered a place shall be offered a place.

## H. Preferential Entry

1. Students in the following categories will receive Preferential Entry to UC (subject to gaining University Entrance):
  - (a) Students awarded a UC Undergraduate Entrance Scholarship.
  - (b) Students awarded a UC Emerging Leaders or Dux Scholarship.

- (c) Students with NCEA Level 3 who achieve an entry score of at least 120 (see table opposite for how to calculate your entry score).
  - (d) Students with an International Baccalaureate score of 26.
  - (e) Students with a score of at least 140 points in the Cambridge International Examinations (see [www.canterbury.ac.nz/admissions](http://www.canterbury.ac.nz/admissions) for an example showing how the CIE score is calculated).
  - (f) Students who have been accepted for programme entry into the Bachelor of Fine Arts Intermediate Year or the Bachelor of Music (Performance).
  - (g) Students who successfully complete a STAR course at UC in Year 12 or Year 13.
2. Students not meeting the requirements for Preferential Entry will be offered places subject to priority and availability.
  3. NCEA entry scores will be calculated by awarding points as in the following example: