



Te Puna

Student accommodation portal

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Undergraduate Accommodation Application

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Application page

Please start your accommodation application or continue with an application.

Full year 2023 accommodation applications open on 1 August 2022.

You can only apply to be a "returning student" if you have discussed this with your warden.

2022 Semester 2

9 July 2022 - 12 November 2022

Apply

Welcome and helpful hints

Information you may need on hand to complete the application (some of this may come across from your eVision application):

- Academic Results
- Intended Programme of Study

Helpful Hints:

- Each section will be unavailable to edit once you click **Save and Continue**.
- Details about each college can be found on this [accommodation information page](#).
- Students whose final year of schooling was 2021 or 2022 require a [Common Confidential Reference Form \(CCRF\)](#) to be completed by their school.
- If you have not attended secondary school within the past two years, please arrange for two character references to be forwarded to our office on your behalf.
- These will be attached to your application for the purpose of selection and **may delay** in the processing of your application.

During the application process the session may time out, please log back in with your email and password to continue.

Student Accommodation Centre Tel: 0800 80 80 98 Email: accommodation@otago.ac.nz



Save & Continue



Personal Details

If the below details are locked for editing they have come from your eVision account. If these are incorrect you will need to go into eVision and select "Change my Details"

Are you an International Student?

<empty>

Ethnicity

from eVision

Ethnicity 2

from eVision

Ethnicity 3

from eVision

Country Of Birth

Trinidad and Tobago

Citizenship

Tunisia

Country of Permanent Residency

Turkey

Save & Continue

Contact Details

Please include area code: e.g. 049252665 and no spaces for all phone numbers: e.g. 0275845989
International cell/phone numbers include country code. e.g. 6149252665

Home Address

The below address is from eVision, if this is incorrect you will need to go into [eVision](#) and select "Change my Details"

Street Number and Name

Suburb

City/Town

Province

Postcode

Country

Phone Number

Mobile Phone Number

Parent or Guardian Details

A guardian is someone who has the responsibility to care for you.

Your guardian may be contacted during the application process.

Title

Contact Name

Relationship

Tertiary Institution



Please select the Tertiary Institution you will be attending:

Institution

University of Otago ▼

Have you previously studied at, or are currently attending, any Tertiary Institution?

Save & Continue

Proposed Course of Study (University)

University of Otago Student ID Number

The University of Otago Student ID number is generated once you have registered to study at the University of Otago. This may be added at a later stage if you have not yet done that.

Student Number

<empty>

Proposed Programme(s) of Study from eVision

This section will be updated with your selections from eVision.

<empty>

Select the course below you are most likely to enroll in at the moment.

If you intend to study a programme with prescribed papers e.g Health Sciences, Law or Surveying we do not require a major subject.

Course

Bachelor of Entrepreneurship

Major (optional)

Save & Continue

Education Details

Please select the Secondary School you most recently attended.

School Name

One Tree Hill College

If you have selected 'Other' please supply the name of the school, and the country the school is located (i.e. King Edmund School, England)

<empty>

What year did you complete your final year of secondary school (YYYY)?

2020

What kind of reference is required?

All applicants require a reference

Attended a NZ secondary school in 2021 or 2022

If I attended a New Zealand Secondary School in 2021 or 2022, I am required to make an online request via the New Zealand [CCRF website](#) to advise my school that the University of Otago requires the CCRF to be completed online.

This is a confidential reference filled out by your high school and sent directly to the University.

Did not attend a NZ school in 2021 or 2022

If I did not study in New Zealand, I need to download the [CCRF PDF](#) version and arrange for my school to complete this on my behalf and forward directly to the Student Accommodation Centre.

or

I can supply two written character references via email to accommodation@otago.ac.nz

I authorise the University of Otago to obtain, if necessary, official records of my results and other personal information relevant to the consideration of this application from any educational institutions that I have previously attended, and from any applicable authority (including the New Zealand Qualifications Authority) and the bodies responsible for the International Baccalaureate and University of Cambridge International Examinations).

Confirm Declaration



National Student Number (NSN)

All students studying in New Zealand have a NSN - This is issued by the Ministry of Education.

If you have not studied in New Zealand, please put in N/A.

NSN (NZ National Student Number)

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Secondary School Course of Study

Please indicate the course of study you have most recently completed?

NCEA

Save & Continue

School Results

Please provide results for your last full year of academic study using the guidelines below.

Guidelines

All subjects should be recorded separately with a minimum of five records submitted.

If you have studied less than 5 subjects, please add five records but specify "NA" for Subject, Results and Level if you cannot provide information.

If you add a new record in error, specify "NA" for Subject, Results and Level.

NCEA Students (NZ) and Cambridge Students (CIE) should use the following format for Subject, Results and Level.

If you are currently studying towards NCEA Level 3 then provide your NCEA Level 2 results, see example below.

NCEA Students (NZ Only)

Cambridge Students (CIE)

Subject	Maths	Subject	Maths
Results	10A, 7M, 3E = 20	Results/Tariff Points	60
Level	L2	Level	AS

If you have studied overseas or International Baccalaureate you should submit subject name as a minimum. If you don't have your final results please add "NA" to Results and Level achieved.

Click on "Add Record" to add your Results

Subject

Breakdown of Results: eg 10A, 7M, 3E

Level

Residential College Preference

Please refer to the [Accommodation Prospectus](#) or visit the [Residential Colleges Website](#) for further information about each college.

Each college has a virtual tour available on their page.

Screenshot to be updated

College Preference Reason

Please include a brief summary (100 characters or less) outlining the reason for your first preference.

College Preference Reasons (100 characters)

 ⓘ

If your one of your three preferences are unable to make you an offer, your application will be considered by any of the residential colleges that may have vacancies at the time of selection.

Save & Continue

Tell us about yourself

This section may time out as you type, to avoid losing your information type this in another document then cut and paste it into this section.

Tell us about your:

- interests at school and in the community
- goals
- positions of responsibility and awards you have received
- and anything else you think will add to your application

This section is limited to 2500 characters (including spaces), which is approximately 300 words.

This section will no longer be available once you select "Save & Continue"

This section may time out as you type, to avoid losing your information type this in another document then cut and paste it into this section.

Comments

 ⓘ

Needs and Requirements

To help us offer you the most appropriate accommodation option that best meets your needs, please provide full details below. These may relate to, but not be limited to the following areas:

- Visual/Hearing Impairment
- Mobility impairment
- Asthma, Allergies (including food allergies)
- Conditions requiring medication
- Mental health and wellbeing

The information provided will be available to those who may subsequently be entrusted with your pastoral care.

If these do not apply to you please leave each section blank.

Medical

Disability

Dietary Requirements

If you have any other special requests e.g. alcohol free, male/female areas, please provide details

The information provided, will be available to those who may subsequently be entrusted with the applicant's pastoral care.

Save & Continue

Acknowledgment of Application

Once you submit this application, the staff at the Student Accommodation Centre will process it and the status will be updated once this is completed.

It is important the appropriate references are completed and forwarded directly to the Student Accommodation Centre.

If you have any queries or changes to these details you have provided please contact the Student Accommodation Centre via email accommodation@otago.ac.nz with your name and Student ID number:

Please review the following conditions of application before you click on submit.

Mr Michael Bruhn

Term: 2022 Semester 2

- I certify that the information provided in this application is true and correct and I have disclosed all matters that may be relevant to living in managed accommodation at the University of Otago.
- I understand that my accommodation application may not be confirmed until my admission to the University and chosen programme(s) has been confirmed.
- I understand that if, once NCEA and University Entrance results are final in January, I have failed to meet the entrance requirements of the University, I will be ineligible for a place at a College and any offer I have received will be revoked.
- I understand that if my application is not successful at any of my preferences, I may receive an offer from an alternative preference.
- The University of Otago may use my contact information to communicate matters that are relevant to the University of Otago.
- I consent to the disclosure of this information to those who may subsequently be entrusted with my pastoral care and the University of Otago staff.

Submit

Application Status

References required?

If you have just submitted your application please check

- If you are a school student you have requested your reference - [CCRF](#)
- If you finish school 2 years ago have you supplied two character references?

If you have done the above and we have received it your application is complete. Your application status will update to **Complete**

Bruhn Mr Michael

Term: 2022 Semester 2

The status of your application is **Form Complete.**

If you have any enquiries please email accommodation@otago.ac.nz or call 0800 80 80 98

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This highlighted section will update as the status of the application changes. It will change to “Incomplete – CCRF required” while we wait for the reference or “Complete” when we have received the reference and it is being considered by the colleges.

Important Final Checks for your Accommodation Application.



Student Accommodation Centre <accommodation@otago.ac.nz>
To Michael Bruhn

[Reply](#) [Reply All](#) [Forward](#) [...](#)

Thu 21/07/2022 4:34 pm

Kia ora Michael,

Thank you for completing your application for accommodation. You can check the status of your application at any time in [Te Puna](#).

We will now review your application and let you know if it requires any additional information. Once your application is complete it will be transferred to your first preference to be considered for an offer.

If you are transferring to the University of Otago from another New Zealand University, please be aware that your application will be considered once you have an unconditional offer of study.

Final checks

Do you still need to request your compulsory reference or [CCRF](#)? Your application cannot be processed without this.

For more information about references please see: www.otago.ac.nz/accommodation

If you would like to make changes to your application or have questions about your application, please contact us by email accommodation@otago.ac.nz including your Student ID number:

Nga mihi,

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PO Box 56, Dunedin 9054, New Zealand
Freephone 0800 808098
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Web www.otago.ac.nz