LE CORDON BLEU®
NEW ZEALAND

Enrolment Form

- Please use a pen and complete in English.
- You must read the Enrolment Guide before you complete this Enrolment Form as important terms and conditions of your enrolment are in the guide.
- Please complete all relevant sections of this form and send with all relevant documents

POST Le Cordon Bleu New Zealand
Private Bag 999045, Manners St
Wellington, 6011
New Zealand

EMAIL lcongdon@cordonbleu.edu
tbekhtiueva@cordonbleu.edu

PHONE +64 27 383 2805
+64 27 147 8498

1 PERSONAL INFORMATION

Have you enrolled at Le Cordon Bleu New Zealand before? ☐ Yes ☐ No

Le Cordon Bleu New Zealand Student ID (if known)

Surname or Family Name(s)

First Name(s)

Preferred Name (s)

Previous Name(s) Known By

Title ☐ Mr. ☐ Mrs. ☐ Ms. ☐ Miss. ☐ None Other, please specify

Gender ☐ Male ☐ Female

Date of Birth day month year

Home Country Postal Address

Town/City | Post/ZIP Code | Country

New Zealand Address (if available)

Suburb | Town/City | Post Code

Contact Information

Phone | Mobile

Email

Emergency Contact - Who may we contact in case of emergency?

Full Name | Relationship

Address

Town/City | Post/ZIP Code | Country

Phone | Mobile

Email

2 PROGRAM OF STUDY / QUALIFICATION

Name of the program and/or course(s) you are applying for:

- ☐ Diplome de Cuisine (NZQF LVL 4)
- ☐ Basic Cuisine Certificate
- ☐ Intermediate Cuisine Certificate
- ☐ Superior Cuisine Certificate
- ☐ Diplome de Patisserie (NZQF LVL 4)
- ☐ Basic Patisserie Certificate
- ☐ Intermediate Patisserie Certificate
- ☐ Superior Patisserie Certificate
- ☐ Le Grand Diplôme (NZQF LVL 4)
- ☐ Diplôme Avancé Culinaire Cuisine (NZQF LVL 5)
- ☐ Diplôme Avancé Culinaire Patisserie (NZQF LVL 5)
- ☐ Bachelor of Culinary Arts & Business (NZQF LVL 7)
- ☐ Master of Applied Hospitality Management (NZQF LVL 9)

Course Start-Date

Do you intend to study: ☐ Full time ☐ Part time

3 PREVIOUS ACADEMIC STUDY

Will this be your first year of tertiary study? ☐ Yes ☐ No

If No, please enter the name of the tertiary institute you last studied at:

What was the first year of your enrolment?

What qualification did you achieve?

What year do you expect to complete the academic requirements of course/s in order to graduate with your qualification?

year

4 SECONDARY SCHOOL EDUCATION

Name of the last secondary school attended:

Country: What was your last year at secondary school?

What is the highest level of achievement you hold from a secondary school? (Please attach copies)

Date qualification was awarded Country

5 PRIOR ACTIVITY

What was your main activity or occupation at 1st October prior to the date of your program starting? Tick one box

- ☐ 00 Secondary School Student
- ☐ 06 Polytechnic Student
- ☐ 15 English Language Academy /School
- ☐ 05 University Student
- ☐ 11 Private Training Education (PTE) Student
- ☐ 12 Wananga Student
- ☐ 03 Wage or salary worker
- ☐ 04 Self-employed
- ☐ 02 Non-employed or beneficiary (excluding retired)
- ☐ 08 House-person or retired
- ☐ 09 Overseas - please specify:

6 RECOGNITION OF PRIOR LEARNING / CREDIT TRANSFER

Are you applying for recognition of prior learning / credit transfer?

Yes: Please provide full official or certified academic transcripts and course descriptions for all tertiary qualifications.

☐ No

7 CITIZENSHIP AND RESIDENCY DETAILS

You must supply documentary evidence of NZ citizenship, NZ permanent residency or other. See the Enrolment Guide for acceptable documentation.

Please tick the box which best describes your citizenship or permanent residency status.

☐ New Zealand Citizen (NZL) ☐ New Zealand Permanent Resident (NZP) ☐ Australian Citizen (AUS)

☐ Other - please specify:

(If you have dual citizenship, specify the country of citizenship of the passport used to enter New Zealand)

8 ETHNICITY

What ethnic group(s) do you belong to? You may tick up to three boxes which apply to you.

- ☐ 111 NZ European/Pakeha
- ☐ 211 NZ Maori - Please specify iwi/hapu:
- ☐ 311 Samoan
- ☐ 321 Cook Island Maori
- ☐ 321 Tongan
- ☐ 341 Niue
- ☐ 361 Fijian
- ☐ 371 Other* Pacific People
- ☐ 121 British/Irish
- ☐ 128 Australian
- ☐ 129 Other* European
- ☐ 411 Filipino
- ☐ 413 Vietnamese
- ☐ 414 Other* Southeast Asian
- ☐ 421 Chinese
- ☐ 431 Indian
- ☐ 441 Sri Lankan
- ☐ 442 Japanese
- ☐ 443 Korean
- ☐ 444 Other* Asian
- ☐ 511 Middle Eastern
- ☐ 521 Latin American
- ☐ 531 African
- ☐ 611 Other*

*Please specify: If 'Other Pacific People', 'Other European People', Other Southeast Asian', 'Other Asian', or 'Other'.

9 DISABILITY DETAILS

This information is confidential. Information provided is used for statistical purposes and to help us support students with disabilities.

Do you live with the effects of an injury, long-term illness or disability? ☐ Yes ☐ No

Do you wish to indicate your condition / disabilities?

Would you like to discuss your support needs with our Student Services Team? ☐ Yes ☐ No

10 LE CORDON BLEU INFORMATION

How did you find out about Le Cordon Bleu New Zealand? You may tick more than one box.

- ☐ Agent
- ☐ Newspaper
- ☐ School Career Advisor
- ☐ Employer
- ☐ Social Media (ie; Facebook)
- ☐ Radio
- ☐ Web Search (ie; Google)
- ☐ School Visit/Expo
- ☐ Open Day
- ☐ Other Please specify:
- ☐ TV
- ☐ Word of Mouth (Friends, Family)

11 AGENT DETAILS (IF APPLICABLE)

Contact Name

Company Name

Address

Phone Fax

Email

12 ENGLISH LANGUAGE PROFICIENCY (IF APPLICABLE)

Is English your first language? ☐ Yes ☐ No

If no, please provide evidence of the following: Have you studied at secondary or tertiary level with English as the language of instruction? (For example, Foundation Studies, Diploma etc.) Yes ☐ No ☐

I will sit/have sat an English language proficiency test (IELTS or TOEFL).

Date taken/to be taken English test name

Results (if known)

13 IMMIGRATION REQUIREMENT (IF APPLICABLE)

What is your intended career?

Do you think your chosen qualification will help you in your chosen career? Yes ☐ No ☐

14 PRIVACY ACT

Le Cordon Bleu New Zealand undertakes to collect, use, store, disclose and exchange personal information in accordance with the provisions of the Privacy Act 1993. **http://www.privacy.org.nz/privacy**

Information about your enrolment, attendance, progress and welfare may be obtained from and disclosed to your parents, guardians, agents, other providers of international education, the Police, Department of Courts, Immigration New Zealand, NZQA, Le Cordon Bleu New Zealand insurance agent or NZ Trade and Enterprise.

Le Cordon Bleu New Zealand will, in accordance with the provisions of the Act, make available the personal information it collects from a particular student to that student on request and will make any appropriate corrections to that information to ensure that the information held is accurate.

15 DECLARATION

- I declare all information provided on this form and in support of this application to be true and complete and I understand that Le Cordon Bleu New Zealand Institute may cancel my enrolment if false information has been supplied.
- I agree to comply with the published rules and policies of Le Cordon Bleu New Zealand Institute.
- I have read and understood the provisions of the Privacy Act as outlined in the Enrolment Form.
- I acknowledge and accept the Refund Policy as outlined in the Enrolment Guide.
- I acknowledge that my enrolment is not complete until I have provided all relevant personal information, established my identity and paid all relevant fees and charges in accordance to Le Cordon Bleu New Zealand Institute's terms and conditions of enrolment.
- In signing this enrolment form, I undertake to pay all fees as they are due and meet any late fees and collection charges associated with debt collection.

Signature		Date	
Signature of Parent/Guardian (if under 18 years old)		Date	

16 CHECKLIST

Please read carefully and check the appropriate boxes. Have you:

- ☐ Read the Enrolment Guide?
- ☐ Completed all required sections of this form?
- ☐ Read, signed and dated the declaration on this form?
- ☐ Attached certified copy of your passport or birth certificate?
- ☐ Attached certified copy of your academic results?
- ☐ Attached certified copy of entry qualifications (if required)?
- ☐ Attached certified copy of your English Proficiency results (if required)?

LE CORDON BLEU®
NEW ZEALAND

Enrolment Guide

You must read this Enrolment Guide before filling out the Enrolment Form. This Enrolment Guide contains important terms and conditions of your contract with Le Cordon Bleu New Zealand Institute, and is designed to help you complete Le Cordon Bleu New Zealand Institute's Enrolment Form.

If you have any questions or would like help completing the form, please contact the Enrolment Office on +64 4 472 9800 or email us at **enrol@cordonbleu.edu**

ENROLMENT STEP BY STEP

1 Complete the attached ***Enrolment Form*** and post, fax, email or deliver with all required documentation.

2 We will endeavour to process your application within two working days of receipt. We will determine whether you meet any entry requirements for your chosen course and that there is availability of places in the course chosen. Please refer to the ***Calendar & Fee Schedule*** insert in the back of the ***Prospectus***, or to our website ***www.CordonBleu.co.nz*** for the entry requirements for your chosen course.

3 Once your application is approved we will send you an ***Offer of Place*** with an ***Acceptance Form*** for you to complete, within five working days of receiving your correctly completed ***Enrolment Form***. We will advise you if we cannot offer you a place. Recognition of Prior Learning and Credit Transfer is also assessed and any initial status granted will be stated in the ***Offer of Place***.

4 Once we have received both your fees and your completed **Acceptance Form**, we will issue you with a **Receipt of Payment**. International students will need to use this to apply for a student visa. Students can apply online here: **www.immigration.govt.nz/new-zealand-visas/apply-for-a-visa** or at the nearest New Zealand Embassy or High Commission.

5 Once we have received both your fees and your completed ***Acceptance Form***, we will issue you with a ***Receipt of Payment***. International students will need to use this to apply for a student visa at the nearest New Zealand Embassy or High Commission.

6 For international students, after arrival in New Zealand you will need a student permit to stay and study. For all students once you have arrived at Le Cordon Bleu New Zealand Institute your documentation will be checked by the Enrolment Office and you will be given the time and date for your orientation. You will be given your Student ID Card after you have attended orientation.

1 PERSONAL INFORMATION

Name: We need your full legal name, as shown on your birth certificate or passport.

We need a **certified true copy** of your birth certificate or passport to complete your enrolment. Certified copy means a copy of the originals document sighted and signed by a Justice of the Peace, Minister or lawyer. **Do not post original documents to us.**

2 PROGRAM OF STUDY

To ensure you are enrolled into the correct courses, state the courses and start dates. If you are unsure of the official name refer to the student prospectus, or go to **www.cordonbleu.co.nz/programmes**

3 PREVIOUS ACADEMIC STUDY

4 SECONDARY SCHOOL EDUCATION

5 PRIOR ACTIVITY

These sections are required by the New Zealand Tertiary Education Commission (TEC) for statistical and registration reasons. If you are unsure of any of these fields please contact the Enrolments Office on +64 4 472 9800 or email us at **enrol@CordonBleu.edu**

6 RECOGNITION OF PRIOR LEARNING / CREDIT TRANSFER

If you wish to have previous study considered to gain credit in your program of study, you must complete an application prior to the start of your study.

For recognition of prior learning or credit transfer, please provide full official or certified academic transcripts and course descriptions for all tertiary qualifications.

7 CITIZENSHIP AND RESIDENCY DETAILS

You must supply documentary evidence of your citizenship, and where applicable your permanent residency.

Acceptable documentation:

- ✓ Birth Certificate with place of birth stated, or
- ✓ Passport with permanent residence stamp, or
- ✓ A statement of Whakapapa, counter signed by a Kaumatua, or
- ✓ Certificate of New Zealand Citizenship.

8 ETHNICITY

This section is required by the New Zealand Tertiary Education Commission (TEC) for statistical and registration reasons.

9 DISABILITY DETAILS

Le Cordon Bleu New Zealand Institute welcomes students with disabilities. It is our objective to work with students to help facilitate support systems that contribute to your success. Early contact with our Enrolment Office is encouraged, **enrol@CordonBleu.edu**

This is a confidential service offering advocacy and facilitation of support services wherever possible.

10 LE CORDON BLEU INFORMATION

Le Cordon Bleu New Zealand Institute would like to know where our students find out about us and where they are getting information on our courses. This helps us to provide a better service to new and potential students.

INTERNATIONAL ENROLMENTS ONLY

11 AGENT DETAILS

Please provide your agent's name, company name and all contact details.

12 ENGLISH LANGUAGE PROFICIENCY

If English is not your first language you must provide documentary evidence of your English Language Proficiency results with your application.

IELTS International English Language Testing System

TOEFL Test of English as a Foreign Language

If you wish to obtain your English Language Proficiency through Le Cordon Bleu New Zealand Institute prior to the start of your course please contact the Enrolments Office on +64 4 472 9800 or email us at **enrol@CordonBleu.edu.**

13 IMMIGRATION REQUIREMENT

This section is required to be completed for Immigration New Zealand.

11 INTERNATIONAL STUDENT INSURANCE

International Students must hold acceptable insurance as a condition of their visa from the period of their enrolment until the expiry of their student visa. The insurance policy must cover the below:

(a) The student's travel

(i) To and from New Zealand; and

(ii) Within New Zealand; and

(iii) If the travel is part of the course, outside New Zealand; and

(b) Medical care in New Zealand, including diagnosis, prescription, surgery, and hospitalisation; and

(c) Repatriation or expatriation of the student as a result of serious illness or injury, including cover

of travel costs incurred by family members assisting repatriation or expatriation; and

(d) Death of the student, including cover of

(i) Travel costs of family members to and from New Zealand; and

(ii) Costs of repatriation or expatriation of the body; and

(iii) Funeral expenses.

ALL ENROLMENTS

14 PRIVACY ACT

Read the Privacy Act statement carefully before you sign the form.

15 DECLARATION

Read the declaration carefully before you sign the form. Your enrolment will be confirmed once we have made sure you meet the entry requirements of the program of study. In signing the Enrolment Form, you are agreeing to the Refund Policy and all Terms and Conditions as given in this Enrolment Guide.

16 CHECKLIST

Use the checklist to ensure you have completed the Enrolment Form and attached all required certified documents. Correctly doing so will avoid delays in the processing of your enrolment.

YOU MUST READ THE FOLLOWING BEFORE SIGNING YOUR ENROLMENT FORM

18 REFUND POLICY

Refunds of Student Fees will only be made in accordance with the following policy:

Fee Payment and Contractual Obligations

- By accepting a place in a program or course at Le Cordon Bleu New Zealand, a student enters a contract with Le Cordon Bleu New Zealand for the period of the course. This contract means there is an obligation to pay the fees.
- The Student Fee is made up of Tuition Fee, Administration Fee, Course-related costs and if applicable, travel insurance.
- If a student wishes to transfer to another Le Cordon Bleu institute, a Letter of Offer from the other institution must support the application to transfer. An administration fee of $600 will be retained by the Institute.
- If a student's visa extension is refused by Immigration New Zealand on the basis of poor performance, the student will receive a refund of only that portion of the fee which corresponds to the part of the program for which no visa is issued. An administration fee of $600 will be retained by the Institute.
- All applications for refunds must be submitted on the Application for Refund Form (available from Admissions). Bank details must be typed out. Supporting information must be submitted together with the form to Admissions.
- For all 'Le Cordon Bleu New Zealand Institute Student Packages', please refer to the terms and conditions of the 'Package'.
- Le Cordon Bleu New Zealand will not be liable for any exchange rate loss or bank fees charged upon repayment of a refund.

Refund due to programme cancellation

- If Le Cordon Bleu New Zealand cancels the programme indicated on a student's Letter of Offer, whether by its own accord or as required by an education quality assurance agency, an alternative programme may be made available to the student. If there is no suitable alternative, or if this alternative is not acceptable to the student, a full refund will be given.

Refund due to Immigration New Zealand decisions re visa status

- A student who has paid fees for a program and is subsequently refused an initial visa by Immigration New Zealand, will be paid a full refund less $600 for administration purposes.
- A student who has paid fees for a programme and subsequently has their visa declined by Immigration New Zealand on the basis of poor attendance, unsatisfactory academic performance and/or late visa application is not entitled to a refund.

Voluntary withdrawal

- International students may not usually withdraw from individual courses since student visas are granted for full-time study only.
- Withdrawal is only confirmed when the appropriate form is completed and submitted to the Admissions Office, who will action the withdrawal and process any refund request or during the refund period where a student fails to attend or participate in the course; or where the student attends or participates in the course during the refund period, but stops attending or participating in the course before the end of the refund period. Withdrawal through non-attendance does not apply where the Student attends or participates in that Course after the end of the refund period.

Withdrawal due to directive

- No refund will be given if a student withdraws or is withdrawn due to a Le Cordon Bleu New Zealand directive, a directive from Immigration New Zealand or other legal directive.

International Students Withdrawal

Course five weeks or less

- The student may withdraw up until the end of the second day post commencement and receive a refund of at least 50% of any amount paid. If the student has paid for two days only, Le Cordon Bleu New Zealand may retain 100% of the payment.
- If formal withdrawal is received after day three of the program commence, the student is not entitled to a refund of fees.

Course five weeks to three months

- The student may withdraw up until the end of the fifth day post commencement and receive a refund of at least 75% of any amount paid.
- If formal withdrawal is received after day six of the program commence, the student is not entitled to a refund of fees.

Course more than three months

- The student may withdraw up until the end of the tenth working day post commencement. The student is entitled to receive a full refund less a deduction for costs incurred by Le Cordon Bleu New Zealand, up to a maximum of 25% of fees paid.
- If formal withdrawal is received after day eleventh of the program commence, the student is not entitled to a refund of fees.

Domestic Students Withdrawal

Course up to three months

- For courses of two days or less there is no withdrawal period and the refund is at the PTE's discretion.
- For courses of more than two days but under five weeks, the withdrawal period is up to the end of two calendar days of the course commencing. The refund amount is a minimum of 50% of the amount the student paid in respect of the course.
- For courses of five weeks or more but less than three months, the withdrawal period is up to the end of five calendar days of the course commencing. The refund amount is a minimum of 75% of the amount the student paid in respect of the course.

Course more than three months

- The student may withdraw up until the end of the eighth day. The student is entitled to a full refund less administration costs of up to 10% of any amount paid or $500, whichever is the lesser.
- If formal withdrawal is received after day nine of the program commence, the student is not entitled to a refund of fees.

Request to defer studies

- Students who wish to defer their programme start to the next intake must notify the Admissions Office in writing, no less than 28 days prior to the course commencement date. Students notifying Le Cordon Bleu New Zealand Institute of their internet to defer to a later date less than 28 days prior to course commencement date will incur a $600 deferment fee.
- Deferment requests due to late issue of a student visa will be considered on a case by case basis.
- Students who receive a deferment are not subsequently entitled to apply for a refund.

Late withdrawal due to exceptional circumstances

- If events outside a student's control, such as illness, accident or an unexpected change in circumstance necessitate withdrawal from a programme of study, Le Cordon Bleu New Zealand will in normal circumstances, hold the student's fees for a period of up to one year to be transferred to the next instance of the same offering. A Letter of Offer will be made for the new start date. No additional transfer or refund will be made after that date.
- Where exceptional circumstances necessitate withdrawal from a program of study, Le Cordon Bleu New Zealand may, after consideration of the exceptional circumstances relevant to the case, approve an appropriate refund less an administration fee of $600 and agent commission where applicable. Information to support the claim for exceptional circumstances must be supplied in writing to the General Manager of Le Cordon Bleu New Zealand. If the withdrawal is due to an illness, medical documentation to support the claim will be required.

Partial refunds

- Le Cordon Bleu New Zealand may, at their sole discretion, approve a partial refund on a pro-rata basis after consideration of the circumstances relevant to the case. A partial refund will be calculated after a processing fee of $600 administration fee. The amount of any refund granted because of exceptional circumstances will be at the discretion of the General Manager and will normally not include the portion of the programme already attended.

Impact of Permanent Residency status on International Student Fees

- An international student who gains domestic student status while studying will not receive a refund of fees for the course during which the domestic student status is granted. However, the student will be entitled to pay domestic fees for subsequent courses.

Further Terms and Conditions

OF YOUR ENROLMENT WITH LE CORDON BLEU NEW ZEALAND INSTITUTE

FEES

- Invoiced tuition fees must be paid to Le Cordon Bleu New Zealand Institute and receipt of payment must be verified before a ***Receipt of Payment*** can be issued.
- Le Cordon Bleu New Zealand Institute is entitled to accept all payments for tuition fees. However, if a place is not available in the intake applied for after payment has been received, every reasonable effort will be made to accommodate the student in the next available intake.
- New students must pay the full amount of all invoiced tuition fees in cleared funds, **not less than eight weeks prior to the course commencement**.
- Re-enrolling/continuing students must pay the full amount of all invoiced tuition fees in cleared fees, **not less than six weeks prior to the course commencement**.
- Le Cordon Bleu New Zealand Institute reserves the right to review fees at any time.
- Any change in tuition fees will be advised in writing to current students and applicants, and will appear in all public, promotional and marketing materials, at least three months prior to the commencement of the study period to which they apply.
- The new fees will apply to all payments due from the published effective date.
- Tuition fees and supplementary fees will be itemised on all invoices and in the Student Prospectus.
- Where a student is required to repeat a course due to receiving a fail grade on the first or second attempt, the student will be required to re-enrol and pay the current applicable tuition fee nominated for that course, on each occasion.
- Where a student receives a not-yet competent grade for a unit of competency, on written request the student may be reassessed. Each reassessment will incur a fee of $250.
- Where course credit is granted any tuition fees paid for that course or courses shall be refunded to the applicant.

DEFERRING COMMENCEMENT

- Students electing to defer to later intakes must do so in writing no less than 28 days prior to the course commencement date. Students notifying Le Cordon Bleu New Zealand Institute of their intent to defer to a later date less than 28 days prior to course commencement date will incur a $600 deferment fee.
- Where an applicant elects to defer commencement of a Le Cordon Bleu New Zealand Institute course for which an ***Acceptance of Offer*** form has been signed, any tuition fees or deposits paid will be held for up to 12 months from the original commencement date, to be applied to the new commencement date. This will be on condition that the written application to defer commencement has been received from the applicant by Le Cordon Bleu New Zealand Institute not less than 28 days prior to the original commencement date.
- Every reasonable effort will be made to accommodate the applicant in a later course of his or her choice. If the fee for the course to be attended is greater than that of the course originally selected, the applicant shall pay the balance in cleared funds to Le Cordon Bleu New Zealand Institute within a designated time frame. If the fee for the course to be attended is less than that of the course originally selected, the applicant will be refunded the balance.
- Once the 12 month period after deferment lapses the applicant would be required to re-apply with a new application for enrolment to Le Cordon Bleu New Zealand Institute.

PAYMENT OF FEES

- On receipt of an ***Offer of Place*** from Le Cordon Bleu New Zealand Institute the applicant is required to return the ***Acceptance of Offer*** form and proceed with FULL payment of fees.
- Where a student does not attend the student is still liable to pay all fees to Le Cordon Bleu New Zealand Institute, unless Le Cordon Bleu New Zealand Institute receives a formal withdrawal from the student within the relevant refund period (refer Refund Policy in this Guide).
- Anyone may make payment of a student's fees on the student's behalf (e.g. The student's parents or employer) but if they fail to do so the student remains liable to pay all fees. Where someone else is paying a student's fees their contact details must be provided so Le Cordon Bleu New Zealand Institute may contact that person to confirm payment.
- If a student is enrolling in a program that takes more than one academic year to complete, the student must enrol on a yearly basis and fee information for each year will be available before the student enrols.
- Any student refusing to pay fees after requests have been made in writing to the most recent address provided by the student, shall not receive any form of award or recognition of courses undertaken and shall be suspended from classes until fees have been remitted to Le Cordon Bleu New Zealand Institute.

APPLICATION AND ENROLMENT

- Le Cordon Bleu New Zealand Institute reserves the right at its absolute discretion to reject, suspend or cancel any application or enrolment, and it shall be under no obligation whatsoever to give reasons for its decision unless bound to do so. Le Cordon Bleu New Zealand Institute can, as part of the application process interview students who have applied for Le Cordon Bleu courses.
- All students are bound to comply with the conditions stated in the Le Cordon Bleu New Zealand Institute Student Handbook which are subject to change from time to time see **www.CordonBleu.co.nz**.
- Le Cordon Bleu New Zealand Institute shall be under no liability whatsoever to any student for any loss or damage, sustained at or upon the School's premises however caused, and whether in respect of any negligent act or omission by Le Cordon Bleu New Zealand Institute, its employees, agents or servants or otherwise.
- Le Cordon Bleu New Zealand Institute shall be under no liability whatsoever to any student for any loss or damage, suffered by reason of the failure of Le Cordon Bleu New Zealand Institute, its employees, agents or servants to notify the student of any risk or danger of which they had no prior knowledge nor ought reasonably to have had such knowledge.
- Le Cordon Bleu New Zealand Institute reserves the right in its absolute discretion to review and alter the organisation and/or structure of the program at any time in accordance with its governance structures.
- If any material alteration is made before the commencement of the program Le Cordon Bleu New Zealand Institute will make all reasonable efforts to notify any applicant so affected.
- It is a condition of enrolment and responsibility of the student to ensure they hold appropriate medical insurance cover.
- No student shall be entitled to use the names "Le Cordon Bleu" or "Le Cordon Bleu de Paris" under any circumstances or at any time or in any place whatsoever, whether before, during or after their program and whether as a trademark, company or trading name or otherwise, regardless of the service or products presented, with no time or geographical limitation.
- The "Le Cordon Bleu" logo (as used in this brochure) and the words "Le Cordon Bleu" are trademarks of Le Cordon Bleu International BV, registered in numerous countries throughout the world in respect of many classes of goods and services and which may also be protected in other countries by laws relating to unfair competition, passing off and/or similar concepts.

VISA REQUIREMENTS

- You will need a valid visa to study in New Zealand, please contact New Zealand Immigration for more information https://www.immigration.govt.nz/

LE CORDON BLEU'S INTELLECTUAL PROPERTY

PLEASE READ THIS SECTION CAREFULLY.

Le cordon bleu vigorously defends its trade marks, copyright materials and other intellectual property rights and will take action to prevent any breach of its rights, including by claiming financial compensation.

In this section "you" and "your" refer to the student making this application but its terms apply both during and after your studies at the Le Cordon Bleu Institute.

TRADE MARKS

Le Cordon Bleu International is the owner of a number of trade marks registered in numerous countries throughout the world for many classes of services and products, which include notably "**Le Cordon Bleu**", the Le Cordon Bleu logo (which appears on the top of this application form) and "**Grand Diplôme**".

You must not use any of Le Cordon Bleu's trade marks, or any confusingly similar trade mark, in connection with any activity that is commercial, business-related or professional in its nature or purpose. By way of example, such prohibited use would include use as or as part of a company name, trading name, domain name or email address.

UNIFORMS

After your studies we hope that you will keep and treasure your Le Cordon Bleu uniform and you are, naturally, free to use it in a purely private and non-commercial context. However, cases of misuse of the uniform by alumni have arisen including use in a public and/or business-related setting.

Therefore, please note that you must not wear any part of the Le Cordon Bleu uniform or any other clothing that bears any of Le Cordon Bleu's trade marks in connection with any activity that is commercial, business-related or professional in its nature or purpose.

Le Cordon Bleu will take firm action to prevent any misuse of the uniform.

COPYRIGHT MATERIALS

The copyright in all learning, pedagogical and other materials provided to you by Le Cordon Bleu during your studies is owned by Le Cordon Bleu International, except for any materials which may be in the public domain and materials used by permission of a third-party copyright owner.

Such materials are provided for your personal educational use only and must not be reproduced, distributed or shared with others, except with the prior written permission of the Institute's senior management.

By signing this Application Form you accept the above.