

**KIA ORA AND WELCOME
TO VICTORIA UNIVERSITY,
WELLINGTON AND
NEW ZEALAND.**



Karakia

Whakatakae hau ki te uru
Whakataka te hau ki te tonga
Kia mākinakina ki uta
Kia mātaratara ki tai
Ehī ake ana te atākura
He tio, he huka, he hauhū
Tihei mauri ora!

Mākrāpea

Mākurā pea- I will perhaps

Mākurā pea- I will perhaps

Mākukoeē awhie - I will help you

Kite ara, aratupu - Upon the pathway, of
progress

Mākukoeē awhie - I will indeed help you

<https://youtu.be/aVBrKEV5iN4?t=3>

Welcome to the University



Clemmie Newton

Associate Director,
International Student Experience
Student Experience and Wellbeing

Housekeeping

- Please keep your phone on mute during the session
- Any questions please ask at the end
- Earthquake – Drop, Cover & Hold
- A photographer will be popping in later in the session
- Toilets – through exit (green man is lit up) which is also your emergency exit.





Welcome Session

- Introduction to International Student Support
- International Orientation Schedule
- More Services Available at the University
- Online Learning System
- University Policies
- Cultural Adjustment

2,989

Student Headcount

331 ▲

Student Headcount Compared to PY

3,061

Qualification Count

340 ▲

Qualification Count Compared to PY



Default View

Headcount

EFTS

Academic Year

2024 as at 15 Oct 2024

Selected Year Snapshot

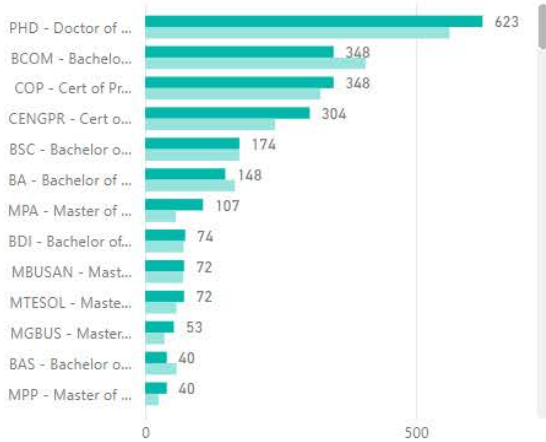
2023 as at 15 Oct 2023

Prior Year Snapshot

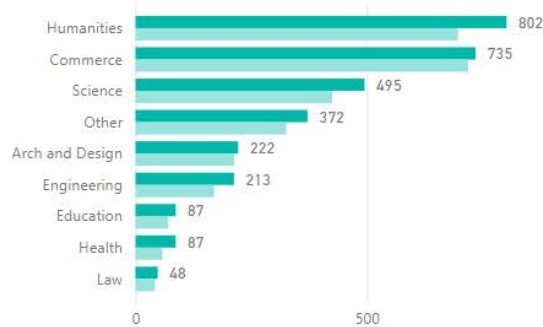
■ Academic Year

□ Calendar Year

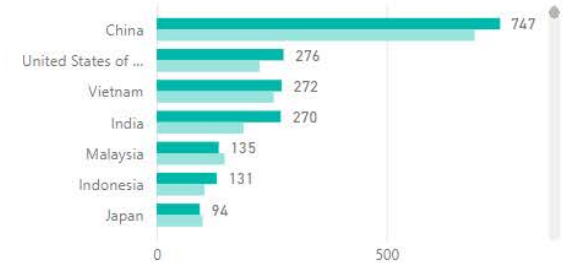
Qualification



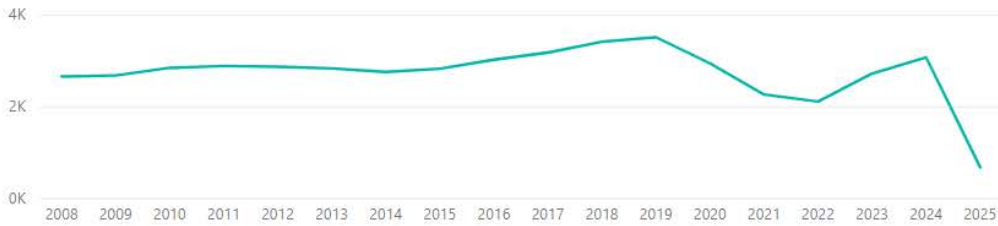
Qualification Division / Faculty



Nation of Citizenship



Student Qualification Count Trend



Nation of Citizenship





Crystal Li
ISST Manager



Eden Ee
International Student Adviser



Rajneet Kaur
International Student Adviser



Fuatino Tafunai
International Student Adviser



Thanh Huynh
International Administrator

International Student Support Team

We're here from orientation to graduation, with advisers who offer wellbeing services, insurance assistance, and visa support.

Our services include:

- Pre-arrival sessions
- Arrival meeting service
- Orientation
- Workshops
- 24/7 emergency hotline
- Holistic support and advisory meetings
- Visa and insurance support
- Pastoral care
- Academic monitoring
- International Buddy Programme
- Under 18 special care
- Letter support – Confirmation letter, work rights and Completion letter etc



- Reception open: Monday-Friday 9.00 am to 4.30 pm
- Level 2, Easterfield Building, Kelburn
- Phone: 04 463 5350
- Internationalxxxxxxx@xxx.xx.xx
- 24/7 urgent contact : 027 600 6864
- <https://www.wgtn.ac.nz/students/support/international>



Uhi Grew Team

KEY

Room numbers

Order: Building code, lecture theatre (LT) if applicable, room number (in a three-digit room number, the first numeral refers to the floor level)

Example: MCLT103 is lecture theatre 103 on level 1 of the Maclaurin building; VZ513 is room 513 on level 5 of the von Zedlitz building.

Scan to see the list of sessions



TUESDAY 5 NOVEMBER

Start	Finish	Session	Venue
9:15 am	9:30 am	Registration—scan QR code Sign in, collect an orientation schedule, and meet new students and staff before the welcome session begins.	TTRLT1
9:30 am	10:30 am	International welcome session Welcome to Victoria University of Wellington! This session is a chance to hear from the International Student Support team and get yourself orientated to Wellington and the University.	TTRLT1
10:30 am	10:45 am	Morning break	
10:45 am	11:15 am	Get connected Join us for this opportunity to meet other new students, form valuable connections, and embark on a memorable and fulfilling study journey together.	TTRLT1
11:15 am	Noon	Student panel Hear from our students on a range of helpful topics. Get advice on updating your address and contact details, learn how to add/drop courses, and pay fees in Pōhaka. Find out how to get around in Wellington, learn how to check the MetLink timetable (public transport), and get tips on studying at VUW.	TTRLT1
Noon	1 pm	Lunch break	
1 pm	2 pm	Insurance and visa session Join this session to learn everything you need to know about managing the visa and insurance process while you study in Wellington.	TTRLT1
2 pm	3 pm	Keeping safe—NZ Police Join us for this chance to meet the New Zealand Police and learn how to keep safe in New Zealand.	TTRLT1
3 pm	3:15 pm	Afternoon break	
3:15 pm	3:45 pm	Student Interest and Conflict Resolution In this session, you'll get an introduction to the Student Interest and Conflict Resolution team and find out how it can support you.	TTRLT1
3:45 pm	4:30 pm	PhD students Come along to this session to meet other PhD students and share knowledge and any concerns you might have.	TTRLT1

WEDNESDAY 6 NOVEMBER

Start	Finish	Session	Venue
9:30 am	10:30 am	Know the culture—Māori language and Kiwi slang Dive into the rich cultural heritage of New Zealand by exploring the Māori language and learning about Kiwi slang.	TTRLT1
10:30 am	10:45 am	Morning break	
10:45 am	11:30 am	Academic expectations Our Student Learning team will explain what to expect when studying at the University and share useful tips to get your study off to a great start. You'll also find out about workshops, resources, and support for your studies.	TTRLT1
11:30 am	Noon	Renting privately Renting a flat, or a room in a flat, while you're studying in New Zealand can be a great experience if you know your rights and responsibilities. When renting a property, you need to have a good understanding of tenants' rights (or renters' rights).	TTRLT1
Noon	1 pm	Lunch break	
1 pm	1:30 pm	Campus tour and quiz Enjoy a campus tour with our Uni Crew, where you'll learn about services on campus to support your study and find out who you can ask for help.	TTRLT1
1 pm	2:30 pm	Services expo Come along to meet your student services and representatives from student groups. They are here to support you during your time at the University.	TTR foyer
2 pm	3 pm	Te Pātaka Toi Adam Art Gallery tour Te Pātaka Toi Adam Art Gallery is your gallery on campus. Join a tour of our current exhibition, <i>Wai Te Pupuna</i> , with manutaki—director Sophie Thorn.	Gallery foyer
2:30 pm	3 pm	International Buddy Programme afternoon tea Come along to meet your buddy and learn about the International Buddy Programme, which pairs new students with returning students and helps them adjust to university life in Wellington.	TTRLT1
3 pm	4:30 pm	City tour Enjoy a city tour with Uni Crew to explore well-known places in Wellington.	TTR foyer

THURSDAY 7 NOVEMBER

Start	Finish	Session	Venue
9:15 am	10 am	Te Amana—Disability Services new students' welcome	VZ103
10 am	11 am	University transition and success Ready to kick off your university adventure? Get advice and study tips to set you up for academic success. Plus, meet our Student Success team—they're here to support your study journey.	KO1T303
11 am	Noon	Using the Library Find out about the physical libraries and how to search for, find, and access the best resources for your assignments. We've got the tools and tips to help you succeed.	KO1T303
Noon	1 pm	Academic expectations Our Student Learning team will explain what to expect when studying at the University and share useful tips to get your study off to a great start. You'll also find out about workshops, resources, and support for your studies.	KO1T303
Noon	1 pm	Postgraduate students' welcome Join our postgraduate community and learn about the Postgraduate Students' Association (PGSA). Find out about the services offered by the University, the PGSA, and the Victoria University of Wellington Students' Association (VUNESA) that are designed to support you in your research and studies. Connect with fellow postgraduate students over a delicious bite to eat.	SLMT226
1 pm	2 pm	Get involved: Leadership programmes, exchanges, sports, and clubs Find out how to get involved in the Wellington Plus programme, Wellington International Leadership Programme, and Wellington Global Exchange programme. Boost your CV, broaden your horizons, and make friends in the vibrant Wellington community. Plus, don't miss out on what University Recreation Wellington has to offer. With a range of fitness, sports, and club activities, you'll find the perfect way to stay active and engaged. A healthy body fuels a healthy mind. Whether you're joining a sports league or trying out a yoga class, you'll connect with fellow students while supporting your academic journey. Let's get moving and make the most of your university experience!	MCLT103
2 pm	3 pm	Introduction to Mauri Ora and Manawa Ora Join us for this introduction to Mauri Ora, the student health and counselling services at the University, and Manawa Ora, the University's student wellbeing and health promotion services. We're here to support your health and wellbeing during your studies.	MCLT103
3 pm	4 pm	Mature students' welcome Meet other students and learn more about what to expect from your first year of study. This session is for students who are starting study more than two years after completing their high school education.	KO101
3 pm	4 pm	Student budgeting 101 Come along to our budgeting 101 session to learn about the first steps of being control of your finances.	MCLT103
4:30 pm	6:30 pm	International welcome night Join us for some fun activities and get to know your fellow students. Pizza and drinks will be provided.	The Hub

TOURS

Kelburn campus

Take a tour of Kelburn campus anytime between 11 am and 2 pm on Thursday. Meet at the campus tour information desk on level 2, the Hub mezzanine.

Kelburn Library tours

Available on Thursday at 11:10 am, 12:30 pm, and 1:10 pm. Meet at level 2, the Hub, outside the library entrance.

Recreation Centre tours

For all things sports, clubs, fitness, and wellbeing, take a tour of the Recreation Centre at 10 am or 2 pm on Thursday and Friday. Meet at the reception desk in the Recreation Centre.

Te Pātaka Toi Adam Art Gallery

Te Pātaka Toi Adam Art Gallery is your gallery on campus. Join a tour of our current exhibition, *Wai Te Pupuna*, with manutaki—director Sophie Thorn at 2 pm on Wednesday. Meet in the gallery foyer.

You can also enjoy a tranquil visit any time between 11 am and 5 pm Tuesday to Sunday when exhibitions are on.

TĪTOKA—CENTRE FOR STUDENT SUCCESS

- Level 4, Murphy Building for Education, Humanities and Social Sciences
 - CO144, Cotton Building for Health, Science and Engineering
- The Tītoka team provides front-line and ongoing assistance to students across all faculties and schools. They are a first point of contact for questions about studies, student administration, support services, and student life in general.

PASIFIKA STUDENT SUCCESS

The team fosters learning and teaching communities in an environment that celebrates Pasifika cultures, is welcoming and safe, and is focused on academic excellence, personal growth, and wellbeing.

The following spaces are available for all Pasifika students to use:

- CO145a, Cotton Building, Kelburn Campus
- TTR107, Te Toki a Rata, Kelburn Campus
- VZ513, von Zedlitz Building, Kelburn Campus.





Join our international student events

Check out our exciting upcoming international events for 2024.

[Register here →](#)

International Students - Upcoming Events



Category: [International Buddy Programme](#) [International Students](#)

Time Zone: Auckland ([change](#))



Summer Gathering 1 - Wellbeing

Kia ora, We hope this message finds you well! We are excited to invite you to an interactive workshop focused on wellbeing, as your mental and emotional health is incredibly important to us.

Date:...

Date: Tuesday 26 November 2024
Time: 3:00pm - 4:00pm
Location: Kelburn
Categories: [International Students](#)



Registrations open at 3:00pm Tuesday 5 November 2024

Summer Gathering 2 - Visa and Insurance

Kia ora, We are pleased to invite you to an informative session dedicated to understanding your visa and insurance options. Navigating these topics can be challenging, and we want to ensure you have...

Date: Tuesday 3 December 2024
Time: 3:00pm - 4:00pm
Location: Kelburn
Categories: [International Students](#)



Registrations open at 3:00pm Tuesday 5 November 2024

Summer Gathering 3 - Christmas Lunch

Kia ora, As the holiday season approaches, we would like to invite you to our Christmas Lunch! This is a wonderful opportunity to celebrate the festive season together, enjoy delicious food, and...

Date: Thursday 12 December 2024
Time: 11:30am - 1:30pm
Location: Kelburn
Categories: [International Students](#)



Registrations open at 11:30am Thursday 14 November 2024

International Buddy Program

<https://www.wgtn.ac.nz/international/get-ready-to-study/buddyprogramme>



Fuatino Tafunai

International Student Adviser

internationalxxxxx@xxx.xx.xx

- Connect new international students to current students
- Foster cross-cultural friendships
- Share cultural experiences
- Practice English
- University tips and tricks
- Peer-to-peer support and guidance
- Extra connection with the University, if you are studying offshore

Details

- Programme runs **each** trimester
 - Fun and **FREE** events throughout
- One-on-one communication between you and your buddy
 - Online or in-person engagement
 - Flexibility in arranging your own meet ups
- Leadership points!

Events

- Pizza parties/ welcome lunches
- Trivia hours
- Potlucks
- Walks to the botanical gardens
- Walks up Mount Vic
- Game afternoons
- Movie screenings
- Workshops

and more!



Making an appointment with the ISST



The International Student Support Team can assist you with questions regarding student visas, insurance, and more.

One-on-one appointments via Zoom can be requested by booking an online session.

Appointments with the International Student Support Team

SELECT A SERVICE

In Person Session with an Adviser (Pipitea)

Please note that we have an International S... [Read more](#)

30 minutes

In Person Session with an Adviser (Kelburn)

Please note that we have International Stud... [Read more](#)

30 minutes

Online Session with an Adviser

If you prefer to have a meeting online, or y... [Read more](#)

30 minutes

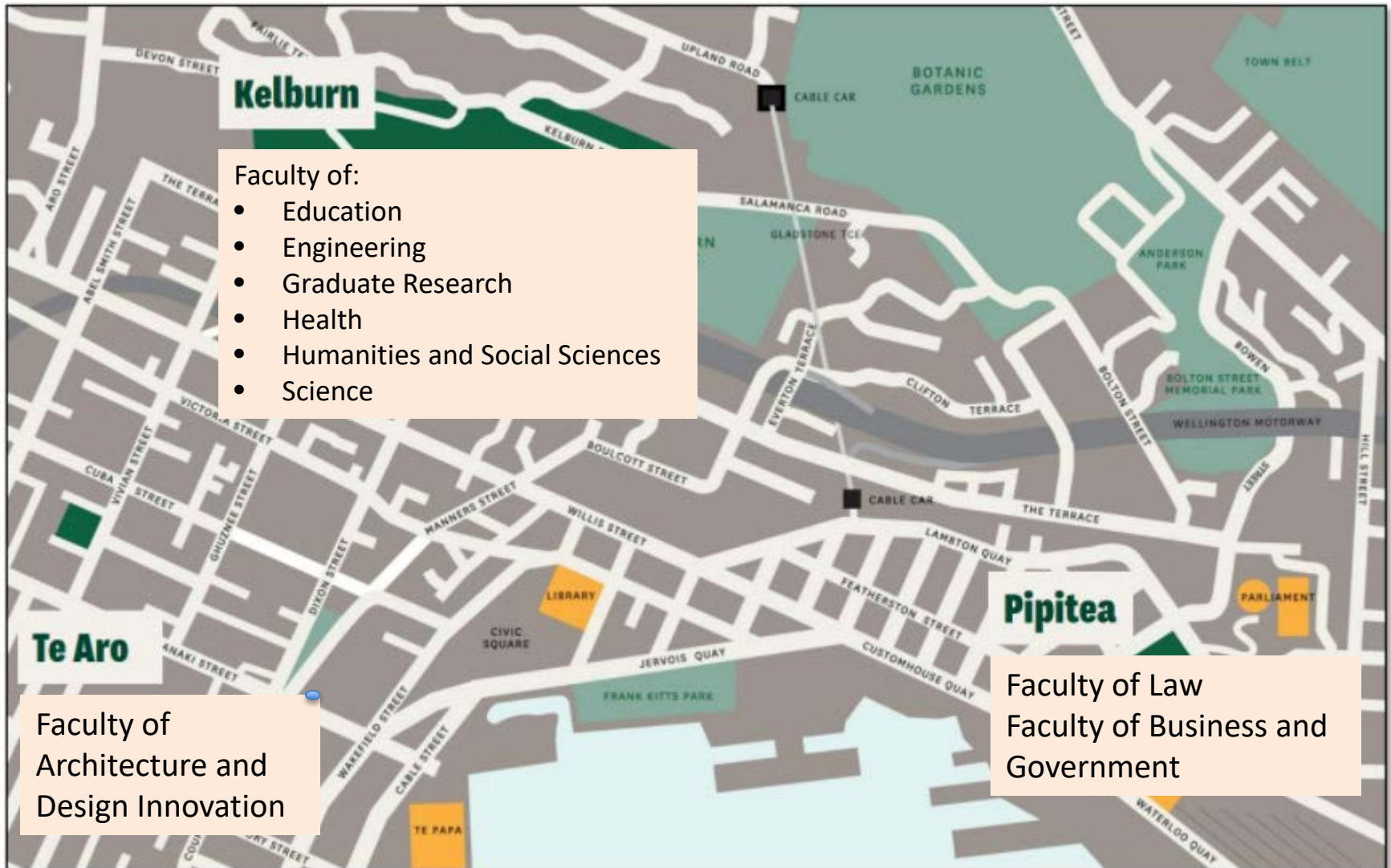
<https://www.wgtn.ac.nz/students/support/international>

Support in an emergency

Call the ISST Emergency Phone for afterhours support in a crisis

- You are in hospital
- There has been a death or serious illness of a family member
- You have been involved in an arrest or accident
- You are experiencing extreme personal distress

027 600 6864



Faculty of:

- Education
- Engineering
- Graduate Research
- Health
- Humanities and Social Sciences
- Science

Te Aro

Faculty of
Architecture and
Design Innovation

Pipitea

Faculty of Law
Faculty of Business and
Government

Locating your classes

The University uses a simple system to identify rooms and offices

MCLT103

- **MC** Maclaurin Building
- **LT** Lecture theatre
- **1** Floor/level
- **03** Room number

Examples

KKLT206

RHMZ20

<https://www.wgtn.ac.nz/about/campus-facilities/campuses/kelburn/kelburn-campusmap.pdf>

Campus maps

Kelburn:

<https://www.wgtn.ac.nz/about/campuses/facilities/campuses/kelburn/kelburncampusmap.pdf>

Pipitea:

<https://www.wgtn.ac.nz/about/campuses/facilities/campuses/pipitea/pipitea-map.pdf>

TeAro:

<https://www.wgtn.ac.nz/wfadi/pdf/tearo-campusmap.pdf>

University Services

Student Experience and Wellbeing



Mauri Ora – Student Health and Counselling Team

Mauri Ora team provides range of confidential services to help students manage their physical and mental wellbeing.

Located at Level 1, Student Union Building

<https://www.wgtn.ac.nz/student-health-counselling>



Te Taiako—Student Learning

Student Learning help students develop writing, reading, math, and other study skills to support students in their studies so that they can have a positive learning experience while studying at university.

Located at Level 0, Kirk Building, Kelburn Parade

<https://www.wgtn.ac.nz/student-learning>



Te Amaru – Disability Services

Disability Services provide support to students who have temporary or ongoing physical, mental, learning, medical, cognitive, or sensory disabilities. Inclusive learning software is available for students to make learning and engaging more accessible.

Located at Level 1, Robert Stout Building

<https://www.wgtn.ac.nz/disability>

Register with us

Access our online registration form and find out what supporting documents you'll need to provide.

Register online >



Manawa Ora - Student Wellbeing

Student Wellbeing team support students to live, connect, and study well while studying at university.

Located at Level 1, Student Union Building

<https://www.wgtn.ac.nz/students/support/health/wellbeing>



Craft days

Get crafty at a crafting day hosted at The Bubble. Craft for yourself or craft for a good cause.



Paw therapy

Paw Therapy is hosted at The Bubble on Tuesdays and Fridays during teaching weeks. Drop in to get your doggo wellbeing boost.



The Bubble

The Bubble is a comfortable, friendly place on campus for students to take time out and connect with other students.



Move-it

Free movement classes to enhance your wellbeing. Come along to The Bubble to find your community, move your body, and have a great time.

Te Ratonga Rapu Mahi – Careers and Employment

Careers service help students to connect with employers and the community, to prepare students for their future employment, and get them job-ready using their advice and resources.

Located at Room 120, Hunter Building

<https://www.wgtn.ac.nz/careers>



CV checks

Get your CV checked in person or online.



Talk to someone

Make an appointment for one-to-one guidance with a careers consultant.



Network with employers

Explore your career possibilities and network with potential employers at our expos and other upcoming events.

Student Interest and Conflict Resolution

Student Interest team is a central point for students to receive advice and support about responding to threatening, inappropriate and concerning behaviour.

Located at Level 1, Robert Stout Building

<https://www.wgtn.ac.nz/students/support/student-interest-and-conflict-resolution>



Tauria—Student Interest and Conflict Resolution team

Get in touch if you have concerns, are feeling unsafe, and to keep yourself and others safe.



Complaints and conflict resolution

Find out how to raise a concern, make a complaint or resolve a conflict. There is support available to help you through the process.



Sexually harmful behaviour

Te Herenga Waka—Victoria University of Wellington is committed to supporting a learning environment that is free from sexually harmful behaviour.

Tītoko—Student Success Team

Tītoko is a Centre for Student Success that has been created to provide comprehensive support for students across all of the University's faculties and schools.

Broad services they offer include:

Course advice, degree planning, making changes to Programme of study, answer queries, help develop Student Success Plan, transfer of credit, support with Scholarship letters, academic transcripts.

Find allocated advisor on Puaha

Justice of the Peace

Justices of the Peace are available to certify copies of documents and take statutory declarations.

Thursday 12 pm–1 pm,

Info Ihonui, Level 2, Kelburn Library entrance, Kelburn Campus.



Royal Federation of NZ Justices' Associations

Te Kāhui Pou Whakatau Ture o Aotearoa

Our Libraries



Kelburn

📍 21 Kelburn Parade, Kelburn, Wgtn 6012
✉ library@vuw.ac.nz 📞 +64 4 463 6186

today's hours: 8 am to midnight

[book a study room](#)



Architecture and Design (Te Aro)

📍 139 Vivian Street, Te Aro, Wgtn 6011
✉ library@vuw.ac.nz 📞 +64 4 463 6241

today's hours: 8 am to midnight

[book a study room](#)



Commerce (Pipitea)

📍 33 Bunny Street, Pipitea, Wgtn 6011
✉ library@vuw.ac.nz 📞 +64 4 463 7495

today's hours: 8 am to midnight

[book a study room](#)



Law (Pipitea)

📍 55 Lambton Quay, Pipitea, Wgtn 6011
✉ library@vuw.ac.nz 📞 +64 4 463 6372

today's hours: 8 am to midnight

[book a study room](#)



International Friendship Club

The International Friendship Club Victoria (IFC Victoria) encourages friendship between international and local students.

The International Friendship Club encourages international students and local Kiwi students to meet, share a meal together, and spend some time discussing topics relating to student life and living in New Zealand and/or other countries.

Kia ora international students!

The Christian chaplains at VUW support students and staff of all backgrounds. Some things you might be interested in:

- **Andrew Lim, International Chaplain**
international.chaplain@vuw.ac.nz 022 102 3892

\$2 coffee, tea & hot chocolate
Weekdays 9.30am–3pm at Ramsey House

International Friendship Club
Mondays 5pm at Ramsey House

Shared lunch
Wednesdays 12pm at MZ20, Rutherford House

Helping English Learners Progress
Thursdays 5pm at Ramsey House

Potluck dinners & open-mic nights
Every second Friday in teaching weeks



Contact details

Email: ifc.victoria2021@gmail.com

Facebook: International Friendship Club on Facebook

Instagram: International Friendship Club on Instagram

For Muslim students

Prayer rooms:

Kelburn campus—KK202A and KK201, Kirk Building

Te Aro Campus—Room VS 324, Vivian Street

Pipitea Campus—Room RH501, Rutherford House

You will need student ID to access these

[XXXXXXXXXXXXXXXXXX@XXXXX.XXX](#)



Emergency Services

If you are on campus and need help urgently, you can call our Campus Security team 24/7 on [0800 842 8888](tel:08008428888)

In an emergency, dial 111 for Police, Fire and Ambulance Services

When should you dial 111?

- Someone is badly injured or in danger
- There's a serious risk to life or property
- A crime is being committed
- It's happening now or has just happened.

111

For non-emergencies, call **105**

University Online Learning System

University Wireless Networks

This network offers access to the internet for students currently studying at Victoria University of Wellington. Access to VUWstudent is granted for 90 days. After this time students must log in again to continue using this network.

1. Browse to your device's Wi-Fi connections.
2. Select the "VUWstudent" wireless network.
3. You will be redirected to a web portal. If you are not redirected, open a web browser and attempt to connect to the internet.

<https://www.wgtn.ac.nz/digital-solutions/wireless-networks-and-internet/wellingtonuniversity>

Pūaha

Pūaha is our online, self-service portal for students. It's where you can find tools and information for your studies including:

- your personalised timetable, grades, student records, and other academic details
- tutorial sign-up
- key dates
- links to news and events
- links to services that support your learning, study, and wellbeing
- update contact details

All currently enrolled students can log in using their username and password.

<https://www.wgtn.ac.nz/students/tools-and-help/puaha-login>

If you have any questions about Pūaha, email info@vuw.ac.nz or call [0800 04 04 04](tel:0800040404).



Kāinga
Home



Ako
My study



Ngā ratonga
Services



Ako pukatoano
My applications



Mahere
Maps



Blackboard



Student Records



MyDegree



MyAllocator



Student email



Office365



Pay fees



Other payments



Library



Printing



Inclusive Learning Software



View all

Taku hōtaka My schedule

Day

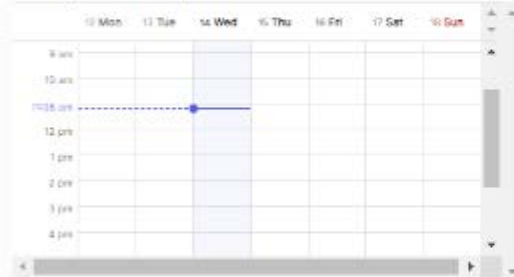
Week

Month



● Lecture ● Tutorial ● Lab ● Exam ● Appointment

12 Sep 2022–18 Sep 2022



Ngā rā hiranga Key dates

23 Sep 2022	Last day for withdrawal from Trimester 2 courses. After this date, the Associate Dean's approval is required
28 Sep 2022	Trimester 2 semester period begins
01 Oct 2022	Last day to apply for a hall of residence for 2023
01 Oct 2022	Application deadline to attend the December Graduation ceremonies
19 Oct 2022	Open for 2023 online enrolment
14 Oct 2022	Trimester 2 and full-year teaching period ends
17 Oct 2022	End-year study period begins
21 Oct 2022	End-year examination period begins

Ngā pitopito kōrero News and events



He pānui taurua Student newsletter

For important university updates, read the latest edition of your weekly student newsletter

[View newsletter >](#)



Ngā awhaawhe Student Learning workshops

Student Learning run a number of workshops that may be useful for your studies

[Find workshops >](#)



Ngā huihuinga o Te Herenga Waka University events

Find out what's on for students, staff and the public at the University, from seminars and lectures to arts and sporting events

[View events >](#)



Oranga me te manutau Wellbeing & safety

Prioritise your wellbeing while studying—services and support are available across the university to help you stay safe and well

[Find out more online >](#)

Te
H
i
t

Using your university email address

You'll be given a university email address that has 100GB of storage and can be accessed through your [student Office365 account](#).

This email address is the University's main form of communication with you (including PhD students), so it's important to check this account regularly. You can [forward your university email](#) to another address to make this easier.

How to forward your mail

- Log in to Office 365.
- Open settings (via the cogwheel icon on the top right of the page).
- Under 'Your app settings' click 'Mail'.
- Under 'Accounts' in the left side menu, select 'Forwarding'.
- Select 'Start forwarding' and enter your preferred email address.

Student Email

Student email accounts are in the format username@myvuw.ac.nz. You should receive you username with your confirmation of study.

To set up a password for your student account you'll need to follow the steps outlined here:

<https://www.wgtn.ac.nz/students/study/your-admin/password>

Contact the University's Digital solution team:

<https://www.wgtn.ac.nz/digital-solutions>

+64 4 463 5050

servicedesk@vuw.ac.nz

Nuku – access your courses

Nukuis your virtual campus and the online learning environment for all your courses.

You can access course readings, videos, and resources, view and manage all your assignments and tests, participate in online learning activities, and collaborate with other students in your class.

<https://www.wgtn.ac.nz/students/tools-and-help/nuku>

Dashboard

Published Courses (13)



International Information Hub 2024
SEIS: International Informatio...



VUWCC - Student Advisors Comm...
Titoko Student Success: Stude...



Te Hāpai Resources- Te Tiriti o Wai...
HR: Te Hāpai Resources- Te Ti...



Student Systems Training
SE: Student Systems Training



Student Adviser Training
Titoko Student Success: Stude...



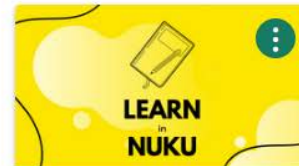
Microsoft 365 Training
Digital Solutions: Microsoft 36...



Creating a Culture of Care
HR: Creating a Culture of Care



Learning Analytics
CAD: Learning Analytics



Learn in Nuku
CAD: Nuku Student Help



MyTech - Student Orientation to T...
SE: MyTech



Speaking Up Safely
HR: Speaking Up Safely



Growing with Canvas
Staff PD: NUKU101 - Growin...



Fundamentals of Privacy
HR: Fundamentals of Privacy



Welcome to Victoria University of Wellington and International Orientation

Quick Links - Have a flick through the links below for information



Meet the Team



Getting Started



Part 1. Welcome

- [Introduction to International](#)



Part 2. Safety and Processes

- [Safety and Emergencies](#)



Part 3. Insurance and Health

- [Insurance and Health](#)



Part 4. Visa

- [Student Visa Information and](#)



Part 5. Navigating the University

- [Navigating the University](#)

MyTech: Your orientation to Technology

You can learn about our online tools, including Canvas and Pūahāin MyTech - your orientation to student tools.

In this self-guided course, you'll get a chance to explore the tools you'll use throughout your studies and learn how to get set up online.

To enrol in MyTech, go to

<https://nuku.wgtn.ac.nz/enroll/LHEDW3> and sign in using your university email address and password. Once you're enrolled in the course, get started by picking the tool you want to learn about first!

CLICK HERE TO GET STARTED



Password



Pūaha



Nuku



Student
Records



MyAllocator



MyDegree



Office365



Student email



My Tools

Please update your contact details

Go to Student Records online to update your preferred email address, physical address, and contact numbers.

The Student Records tool is where you do most of your administration while you're studying at the University

You can:

- update your contact information
- view your grades and academic history
- add and drop courses and apply for graduation



Check this system regularly and make sure your personal contact details are always up to date.

If you need any help with this, please talk to the staff at the Helpdesk.

University Policies

Add/Withdraw

Add courses in [Pūaha](#) using the course Add/Drop tool in [Student Records](#) or email your [Student Success team](#). Please include your full name, Student ID number, the course code(s), and CRN number(s).

Trimester 3 courses starting 11 November 2024

- **Friday 15 November 2024**: Last day to add Trimester 3 courses that run from November to December 2024. Students dropping a Trimester 3 course after this date will not receive a refund.
- **Friday 22 November 2024**: Last day to add Trimester 3 courses that run from November 2024 to February 2025. . Students dropping a Trimester 3 course after this date will receive a refund.

Note: If your course dates are different to those listed above, contact student xxxxxxxx@xxx.xx.xx to confirm the withdrawal deadline that applies to your course.

<https://www.wgtn.ac.nz/students/study/enrolment/courseconditionswithdrawals>

Refund

Refunds are not processed automatically. To request your refund email student-refund@vuw.ac.nz and include your student ID number.

If the credit is to be refunded to a bank account, include the originating bank account information.

Reminder: Student Finance does not process refund requests during the add/drop period for courses. International students requiring their refund will need to wait until week 3.

Withdrawing from a course may have an impact on your eligibility to hold a student visa, if your course load is below the required course load for full time study.

An aegrotat (ungraded) pass

You may be awarded [an ungraded aegrotat pass](#) if you are otherwise on track to pass a course, but due to exceptional circumstances you are unable to either:

- take or prepare for a test/exam, or
- complete a piece of assessment due in the last three weeks of teaching or during the exam/assessment period.

An aegrotat pass for the course would appear on your academic transcript as a 'G'.

<https://www.wgtn.ac.nz/students/study/exams/aegrotats>

Student IDcard enquiries

The Admissions and Enrolments Office

HU103 Level 1, Hunter Building, Kelburn Parade, Gate 2, Kelburn campus

Phone: [0800 04 04 04](tel:0800040404)

There are two ways to supply a photo for your student ID:

- Submit a photo when you enrol for your courses.
- Email a JPEG file to stucards@vuw.ac.nz with your full name, preferred first name, date of birth, and student ID number.

Once you are fully enrolled and your fees have been paid in full, they will email you to notify you when your ID Card is ready for collection.

Once you have received an email you can pick up your IDcard from the Enrolments Counter, Ground Floor, Hunter Building.

Office Hours for collection 8.30 – 5pm Monday – Friday

Protecting your interests

[Academic Progress Statute](#) - This statute provides a framework to identify students in need of support and require conditions to be met for continued study.

[Student Conduct Statute](#) - This statute sets rules for when a student's behaviour does not meet the University's expectations.

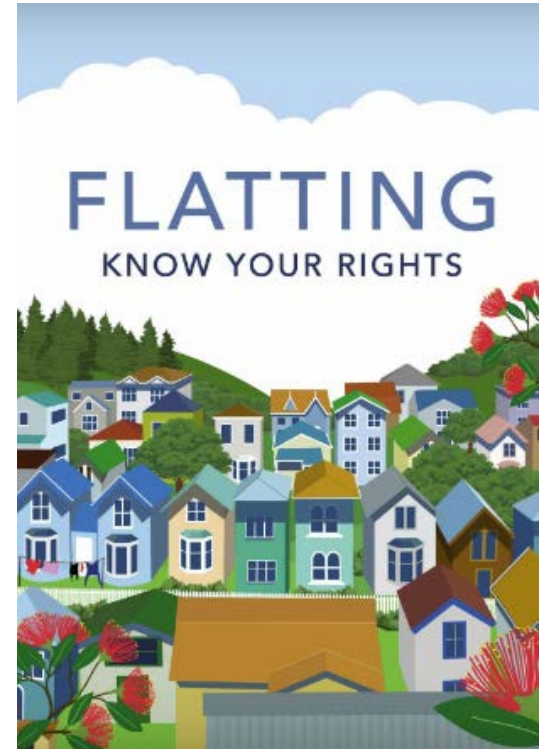
[Fees Statute](#) (for refund or account credit information) - This statute outlines the refund policy and deadlines to apply.

[Assessment Handbook](#) – This document outlines the processes and standards for how course grades are awarded based on items of assessment (exams, group presentations, essays etc.) at the university.

<https://www.wgtn.ac.nz/about/governance/policy>

Accommodation

- VUWSA Flating Guide:
<https://www.vuwsa.org.nz/flatinguide/>
- New Zealand Tenancy Services Guide
<https://www.tenancy.govt.nz/assets/Uploads/Tenancy/shortguide-to-good-renting-english-edition.pdf>
- VUWSA Advocate xxxxxxxx@xxxxx.xxx.xx



Rainbow and inclusion

The University's rainbow and inclusion service supports LGBTQIA+ and takatāpui students and works with our community to make sure our campuses are a safe and inclusive environment for students of all sexual orientations, gender identities, and sex characteristics.

All LGBTQIA+ and takatāpui students can contact the University's rainbow and inclusion adviser – **Sterling Jones** at xxxxxxx@xxx.xx.x for any rainbow-related questions or issues.

www.wgtn.ac.nz/rainbow

Subscribe to the Rainbow Mailing List to hear about upcoming events and giveaways from the Rainbow and Inclusion Service.



Human Rights in New Zealand

New Zealand's Human Rights Act recognises the value of each person, regardless of background, where we live, what we look like, what we think, or what we believe.

It is **not OK** for you to feel discriminated against or harassed in any way and this includes speaking to someone face to face, through email, social media or any other interaction.

HUMAN RIGHTS





Our Code of Practice

Victoria University of Wellington is a signatory to the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021.

This is to ensure that international students are well informed, safe, and properly cared for.

https://www.nzqa.govt.nz/assets/Providers-and-partners/Code-of-Practice/Tertiary-and-International-Learners-Code-2021/NZQA_Pastoral-Care-Code-of-Practice_English.pdf

Support available

If you have a concern or complaint about any part of the University, we encourage you to speak with us to help resolve this.



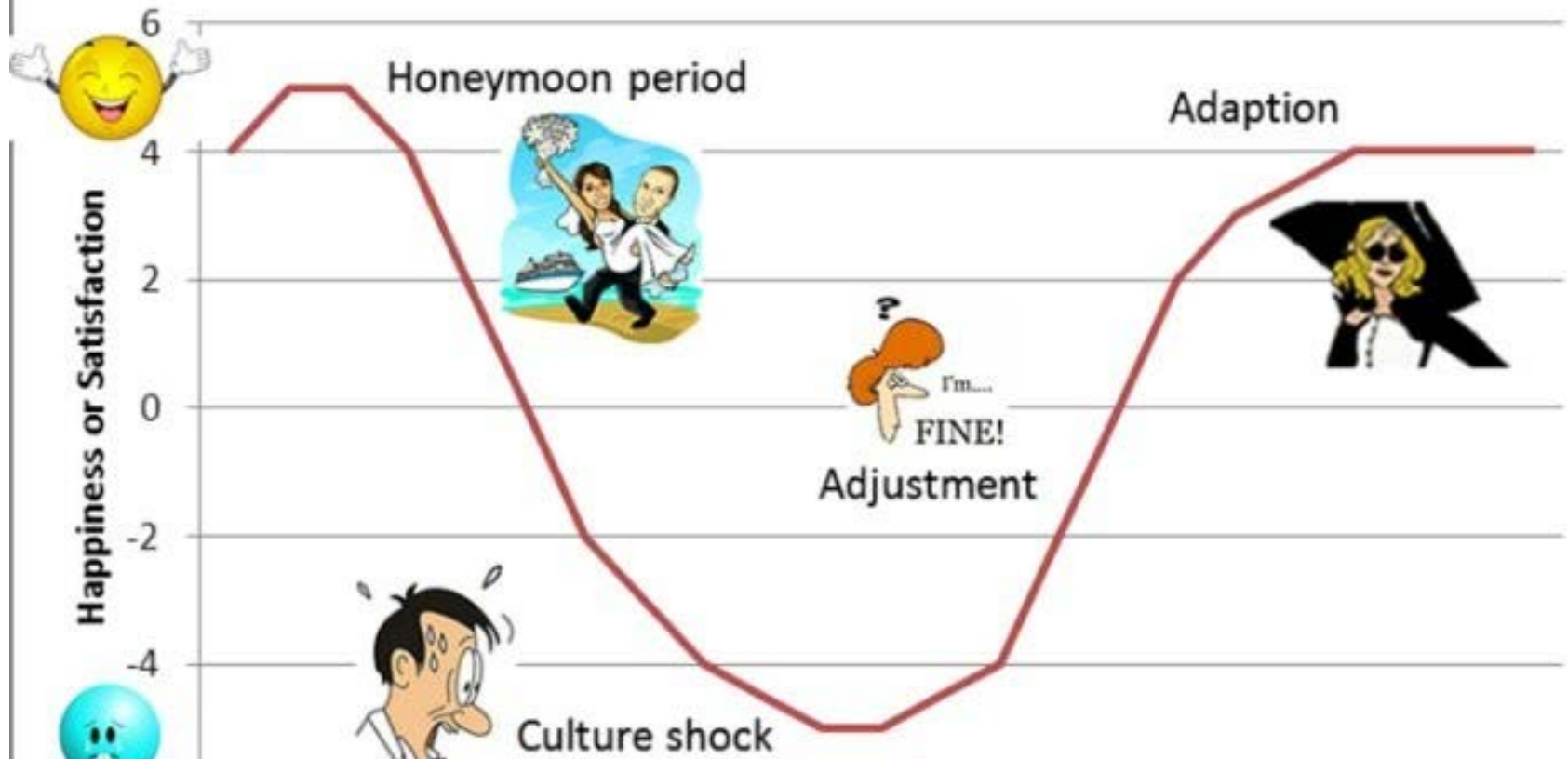
- International Student Support
Internationalxxxxxxx@xxx.xx.xx
- VUWSA Student Advocates
xxxxxxx@xxxx.xxx.xx
- Student Interest and Conflict Resolution Team
<https://www.victoria.ac.nz/students/support/admin/conflict-resolution/studentinterestand-disputesadvisor>
- Complaints and Conflict Resolution
<https://www.wgtn.ac.nz/students/support/studentinterestand-conflict-resolution/complaintsand-conflict-resolution>

If you do not feel that your complaint has been resolved, you can contact the New Zealand Qualifications Authority (NZQA) by phone on 0800 697 296 or email ukxxxxxx@xxxx.xxxx.xx



Cultural Adjustment

Culture Shock Curve



5 Ways to Wellbeing



TALK & LISTEN,
BE THERE,
FEEL CONNECTED



DO WHAT YOU CAN,
ENJOY WHAT YOU DO,
MOVE YOUR MOOD



REMEMBER
THE SIMPLE
THINGS THAT
GIVE YOU JOY



EMBRACE NEW
EXPERIENCES,
SEE OPPORTUNITIES,
SURPRISE YOURSELF



Your time,
your words,
your presence

Tips for Settling into Life in New Zealand

1. Have an open mind - It's very likely that things will be done differently and people will have different perspectives, and you will find your new way of living very different from what you are familiar with.
2. Make new friends - Get to know your classmates, flatmates, lecturers and tutors.
3. Volunteer your time - Find an organisation to volunteer your time with or look for opportunities to volunteer. This will allow you to meet new people and expose you to the local workplace culture which will help you to settle in.
4. Don't be afraid to ask - It's very important to remember that if you are unsure about anything it's OK to ask someone.
5. Be patient - Being patient is a very important part of the settling in process. It won't happen overnight, so don't push yourself too hard to make it happen quickly.

Keepsafe

Online safety: <https://www.naumainz.studywithnewzealand.govt.nz/health-and-wellbeing/staying-safe/online-safety>

Outdoor safety: <https://www.naumainz.studywithnewzealand.govt.nz/health-and-wellbeing/staying-safe/outdoor-safety>

Alcohol and drinking: <https://www.naumainz.studywithnewzealand.govt.nz/discover-new-zealand/laws-and-government/alcohol>

Bus in Wellington: <https://www.snapper.co.nz/tertiary-concessions/> - 25% discount for eligible full-time tertiary students

QUIZ

- Name the service you can access for academic support
- Name one service that can assist you if you have any concerns about any part of the University
- How many campuses does the University have? Can you name them all?
- What is one thing you can do to help yourself if you are experiencing culture shock?

Final Reminder

Update your contact details via Puaha

<https://www.wgtn.ac.nz/students/study/your-admin/contact-details>

WUI, the International Student Support Team, and Titoko work closely, but we are separate teams. Please make sure you contact the right team to avoid delays:

- Course advice Titoko xxxx@xxx.xx.xx
- Offer of Place, Late arrival WUI xxxxxxxxxxxxxx@xxx.xx.xx
- Orientation, Visa and Insurance information, advice, guidance and support ISST international-xxxxxxx@xxx.xx.xx

International Orientation – Welcome night 7 Nov 2024

<https://www.wgtn.ac.nz/students/study/newstudents/orientation>



International Welcome Night



In-Person

Welcome to Victoria University of Wellington!

Join us for a fun opportunity to meet other recently arrived international students in person.

Enjoy free pizza and drinks at the Hub!

Date: Thursday 7 November 2024
Time: 4:30pm - 6:30pm
Time Zone: Auckland ([change](#))
Campus: Kelburn

Karakia

Me timata tātou ...

Mauri oho

Mauri tū

Mauri ora ki a tātou

Haumi e, hui e, tāiki e!

Awaken the spirit

Engage the spirit

The spirit of life amongst us

Be united in purpose

Thank you!



All the best!

**CAPITAL THINKING.
GLOBALLY MINDED.**
MAI I TE IHO KI TE PAE



VICTORIA UNIVERSITY OF
WELLINGTON
TE HERENGA WAKA