

# STUDY ABROAD AND EXCHANGE

## 2025 FACT SHEET

We welcome students from all over the world on study abroad and exchange programmes for one or two trimesters of study.

### NOMINATION AND APPLICATION DEADLINES

#### Trimester A (March - June)

- Nomination deadline: 1 November
- Application deadline: 1 December

#### Trimester B (July - November)

- Nomination deadline: 1 April
- Application deadline: 1 May

### NOMINATION PROCESS

To nominate or inform us of an incoming student, email [studyabroad@waikato.ac.nz](mailto:studyabroad@waikato.ac.nz) with the following information:

- Student name
- Student email address
- The trimester/s they plan to study at Waikato
- Area of study (degree or major)
- Date of birth

Next steps and the application process will be outlined to nominated students by the Waikato International Office, shortly after their nomination is received.

### APPLICATION PROCESS

All study abroad and exchange students must complete the [Online Application Form](#). You will need to submit:

- Original copies of academic transcripts from previous tertiary study
- Evidence of English language proficiency (if applicable)
- Copy of passport

Visit [waikato.ac.nz/international/study-abroad-and-exchange/apply-now](http://waikato.ac.nz/international/study-abroad-and-exchange/apply-now) for the full application process.

### IMPORTANT DATES

#### A trimester 2025

- Move in: 14 - 16 February
- Orientation: 17 - 21 February
- Classes begin: 24 February
- Trimester break: 12 - 27 April
- Classes end: 30 May
- Study period: 31 May - 8 June
- Final exams: 9 - 19 June
- Move out: 21 June

#### B trimester 2025

- Move in: 27 - 29 June
- Orientation: 30 June - 4 July
- Classes begin: 7 July
- Trimester break: 16 - 31 August
- Classes end: 10 October
- Study period: 11 - 19 October
- Final exams: 20 - 31 October
- Move out: 1 November

Public Holidays affect the trimesters - Dates can be found [online](#).

### TRIMESTER STRUCTURE

The University operates with a trimester based academic year:

- A Trimester: February to June
- B Trimester: July to November
- C Trimester: November to February.

The core academic year is made up of A and B Trimesters, each offering an 18-week long experience from arrival to departure.

Visit the [Study Abroad page](#) at the University of Waikato website for more information

[waikato.ac.nz/international/study-abroad-and-exchange](http://waikato.ac.nz/international/study-abroad-and-exchange)



### KEY CONTACTS

#### International Office

Inbound students to Waikato, queries, and nominations: [studyabroad@waikato.ac.nz](mailto:studyabroad@waikato.ac.nz)

Outbound students from Waikato, queries, and exchange balances: [globalexperiences@waikato.ac.nz](mailto:globalexperiences@waikato.ac.nz)

#### International Student Services Office

Arrival, orientation, and pastoral care  
[internationalsupport@waikato.ac.nz](mailto:internationalsupport@waikato.ac.nz)

#### Admissions Office

Admissions, enrolment, and paper selection:  
[info@waikato.ac.nz](mailto:info@waikato.ac.nz)

#### Accommodation

[accom@waikato.ac.nz](mailto:accom@waikato.ac.nz)  
Tel: +64 7 838 4084



KO TE TANGATA  
FOR THE PEOPLE



THE UNIVERSITY OF  
**WAIKATO**  
Te Whare Wānanga o Waikato

NEW ZEALAND

## ACADEMICS AND ENROLMENT

The term 'paper' refers to a course. The process for applying to study with us is as follows:

- Student applies online in our system called MyWaikato.

*Note: Their qualification will be listed as "Study Abroad and Exchange". This may also be referred to at various stages throughout the process as Individual Paper Credit.*

- Student submits their application in MyWaikato.
- Offer of place is issued or a request for further supporting documentation is sent.
- Student accepts offer of place in their MyWaikato.
- Enrolment is opened and they formally submit their paper selection.
- Papers are approved by Waikato academic and admissions staff.
- Student accepts enrolment agreement and pays fees if required.
- Student completes enrolment once they are on campus by visiting the student centre with their passport and student visa.

*Note: the student will have 'sanctions' and an 'error' message appear on their account once they accept their enrolment. The sanctions will be removed once they arrive on campus and complete their enrolment.*

Students are eligible to study a minimum of 45 points and a maximum of 60 Waikato points each trimester.

A typical full-time workload is 60 points, equating to four papers worth 15 points each.

60 Waikato points = USA 12-16 credits or 30 ECTS

Undergraduate papers are usually 15 points each.

Postgraduate papers range from 15 to 120 points each.

## STUDENT VISA

Before arriving in New Zealand, students need to obtain a student visa from [Immigration New Zealand](#). In order for students to apply for their visa, they need a 'Formal Offer of Place' (not 'Conditional'), issued by Waikato. Visa processing times vary and can be found on the INZ website.

Students should apply 2 to 3 months before they are due to arrive into NZ.

## COMPULSORY MEDICAL AND TRAVEL INSURANCE

International students are required to purchase an approved insurance policy in order to be enrolled at Waikato. Students are automatically enrolled in the University's insurance policy, [Studentsafe](#), at time of enrolment. If your institution has a compulsory policy for outbound students, this can be assessed against our approved alternative policies to see if it can be used in place of Studentsafe. Exemptions outside of our [approved alternative policies](#) are rare, as the policy is quite strict on its requirements.

## PAYMENT OF TUITION FEES

Institutions who pay fees on behalf of their students (institution to institution): Expect the invoice 3 to 6 weeks after their student/s have begun classes at Waikato.

Fee-paying students directly paying Waikato for their fees can expect payment to be required after they have accepted their enrolment (after paper submission and their approval).

## ACCOMMODATION AND ARRIVAL

The [Accommodation Office](#) offers a variety of housing options: fully-catered residence halls, self-catered flats, and homestays with local families.

Campus housing is guaranteed for study abroad and exchange students if the accommodation application is submitted on time.

### Application open and due dates:

#### A trimester

Opens: 1 August 2024

Encouraged to apply by 1 November 2024

Due: 1 December 2024

#### B trimester

Opens 1 April 2025

Due: 1 May 2025

Students are strongly encouraged to apply early to secure their preferred housing option.

Students must inform the International Student Services office of their travel plans and arrival information by filling out the [Arrival Form](#).

## STUDENT ORIENTATION

In the week prior to classes starting, there is a full schedule of orientation events and information sessions that students can attend. Study abroad and exchange students have two compulsory orientation events that provide essential information on enrolment, workload, change of enrolment/withdrawal deadlines, settling in, student trips, and student support.

## STUDENT SUPPORT AND SERVICES

The International Student Services Office act as a point of first-contact for students while they're living and studying at Waikato. They are there to listen to the students, and work closely with other student support groups to ensure our international students are supported and cared for while studying with us. Below is a list of some key services we provide.

### Advice and Support

[waikato.ac.nz/student-life/advice-and-support](https://waikato.ac.nz/student-life/advice-and-support)

### International Services

[waikato.ac.nz/international/international-office/international-student-support](https://waikato.ac.nz/international/international-office/international-student-support)

### Rainbow Alliance

[waikato.ac.nz/student-life/advice-and-support/rainbow-alliance](https://waikato.ac.nz/student-life/advice-and-support/rainbow-alliance)

### Learning Support

[waikato.ac.nz/student-life/advice-and-support/student-learning](https://waikato.ac.nz/student-life/advice-and-support/student-learning)

### Accessibility Services

[waikato.ac.nz/students/accessibility-services](https://waikato.ac.nz/students/accessibility-services)

## TRANSCRIPTS

Study abroad and exchange students are provided with an academic transcript for their studies at Waikato. Trimester results are finalised 4 weeks after the end of exams, and transcripts are emailed to the home institution contact or released to the student for sharing. Where possible, issuing of final results will be accelerated if there is a reason for urgency (i.e. graduation) but this cannot be guaranteed.

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