

PROGRAM INFORMATION -Face to Face-

***Program details may be subject to alteration**

as of 2023/10/17

University name		University of Otago
Program date and time	Orientation	Thu 15-Fri 16 February 2024
	From	Mon 19 February
	To	Fri 15 March
	Recommended arrival date	Wed 14 February
	Recommended departure date	Sat 16 March
Program contents/outline	<p>1. English language tuition</p> <p>2. Opportunities for cultural experiences and learning about New Zealand provided through:</p> <ul style="list-style-type: none"> • The orientation programme • Auditing University of Otago classes • Friday afternoon out-of-class activities (see appendix) • Weekend excursions such as trips to Queenstown, Milford Sound, the Otago Peninsula. The students will have the opportunity to take part in at least 2 such excursions during their stay (see appendix) <p>3. A weekly seminar on New Zealand history, culture and environment.</p> <p>4. Student support services</p> <p>5. Homestay accommodation</p> <p>6. Transfer between the UOLC and Dunedin's Momona airport.</p>	
Eligibility and Requirements	English proficiency (e.g. TOEIC, TOEFL, IELTS scores, etc.)	Need to complete ELC placement test ※学内選考通過後にご案内
	Undergraduate/Postgraduate	Both UG and PG are able to apply
	Nationality	Any
	Pre and post Assignment (if any)	ELC placement test
	Necessary documents (e.g. a copy of passport/student ID card, etc.)	Copy of passport, ELC online application form
	Others (majors, background, etc.)	Not required
Program fees per student	<p>*Subject to change</p> <p>NZ\$ 4,264.3 per person (includes Homestay (\$55 per night), Homestay placement fee, insurance, students services fee, airport pick up)</p>	
Number of Students who will be accepted	Minimum: N/A	
	Maximum: 15	
Accommodation in detail	<p>Homestay accommodation</p> <p>Homestay Rates: \$55 per night / \$60 per night for special dietary needs / \$67 for students on sports training programmes</p>	
Registration/Payment procedure in detail (if any)	<p>https://www.otago.ac.nz/study/fees#payment-of-fees</p>	
Deadline for prospective participants to complete the application	<p>2023/12/8</p> <p>※本部国際教育推進課への応募締切は11/14（火）正午です。上記はオタゴ大学への手続き締め切り日ですのでご注意ください。</p>	
Application procedures	<p>Online application form: https://ebsontrackprospect-oufs.tribal-eb.com/</p>	

Payment due	It need to be paid at least 20 working days beofre the programme start
Cancel policy	https://www.otago.ac.nz/uolcfy/about/policies/index.html
Letter of acceptance	will be issued
Progress report or transcript	will be issued
Certificate	will be issued
Credits	N/A
Other participants from different universities	Yes
Airport transfer services	Airport: Dunedin International Airport Our Hometsay office will arrange the pick up and drop off shuttle for students depends on their arrival and depature time ※募集要項「6. 航空券について」要確認。
Important notes related to COVID-19, if any	Please follow the info on the INZ website: https://covid19.govt.nz/international-travel/

Programme Dates for The University of Tokyo

The programme will consist of 23 hours per week of English-language tuition and optional Friday afternoon activities and will:

- Raise students' confidence and ability to communicate in English.
- Provide exposure to the culture and natural life of New Zealand, including visits to local attractions.

Suggested Four-Week Programme:

Wed 14 Feb 2024	Students arrive at Dunedin Airport, meet host families
Thu 15 – Fri 16 Feb	Orientation
Mon 19 Feb	Classes begin
Fri 15 Mar	Classes finish and farewell ceremony
Sat 16 Mar	Depart from Dunedin

Programme Fees for The University of Tokyo

The fees are **PER STUDENT** and are in NZ dollars. The New Zealand Government's 15% goods and services tax (GST) is included where applicable. Fees are payable in advance.

※参加人数等により 変更となる見込み	Full Fees for 2024
Full-time Tuition	\$481.95 per week
Orientation (2 days where applicable)	-
Student Services Fee	\$25 per week (TBC)
Homestay Placement Fee	\$399
Homestay	\$1,705 (31 nights at \$55 per night)
	Homestay Rates: \$55 per night / \$60 per night for special dietary needs / \$67 for students on sports training programmes
Insurance	\$62.5 (TBC)
Airport Pick up (Non-refundable)	\$70
Total	\$4,264.3

Notes to Fees

Exclusions

The following are not included in the fees schedule:

- Personal spending; possibly allow \$80 per week for extra spending
- Daily transport between the ELC and the homestay; allow \$30 per week
- Optional activities and excursions and trips
- International examination fees such as IELTS.

Payment of Fees

The final date for payment of fees is 20 working days before enrolment. However, students will only be placed in a homestay once payment is received. If a receipt is needed for visa purposes, payment needs to be received at least 14 days before arrival.

Airport Transfer Surcharge

A one-off airport transfer fee applies to all group students. This fee covers the transfer by shuttle from/to Dunedin airport to the city for both the arrival and the departure. Please note: Bookings for arrivals and departures into/from Dunedin airport should be made to arrive/depart after 9am and excluding New Zealand public holidays as this incurs additional surcharge fees by the shuttle company.

Health and Travel Insurance Requirements

The New Zealand Government requires that international students have appropriate and current medical and travel insurance while studying in New Zealand. Insurance policies must meet the requirements of the *Code of Practice*.

It is the University of Otago's responsibility under the *Code of Practice* to ensure all enrolled international students have compliant medical and travel insurance that meets the *Code of Practice's* minimum requirements.

[Studentsafe Inbound University](#) is the recommended insurance policy. This is a comprehensive insurance policy designed for inbound international students and administered by all the universities in New Zealand. Studentsafe offers direct billing for users of the University of Otago Student Health Service, and support from our staff for claims and urgent assistance.

NOTE: All students under this agreement will be charged for Studentsafe and may only opt out of Studentsafe by prior agreement with the University of Otago and presentation of an alternative Code compliant insurance policy.

More information about insurance can be found on our website

<https://www.otago.ac.nz/international/support-services/healthcare.html>

Information on the Studentsafe insurance policy can be found on the following website:

<https://www.insurancesafenz.com/studentsafe/student-safe-inbound-university>

Insurance Rates

1 months \$62.5	4 months \$250	7 months \$437.5	10 months \$625
2 months \$125	5 months \$312.5	8 months \$500	11 months \$687.5
3 months \$187.5	6 months \$375	9 months \$562.5	12 months \$750

Note these fees are current at the time of issue of this agreement, but any increases are beyond the control of the ELC and will be passed on directly to students. Immigration NZ now requires students to be insured for the length of a student visa, and therefore insurance charges are calculated accordingly.

Cancellations

Full details are available in our fees policy here:

<http://www.otago.ac.nz/uolcfy/about/policies/index.html#Fees>

Please check the homestay policy at this link below:

<https://www.otago.ac.nz/uolcfy/about/policies/index.html#Fees>



APPENDIX ONE

1. Resources and Facilities

The University of Otago English Language Centre provides the following:

Modern Teaching Facilities

The facilities include large, well-equipped student break-out areas, a multimedia language laboratory, a modern computer suite, and an Independent Learning Centre.



Student Support

Our Student Support team provides non-academic orientation, pastoral care, co-curricular activities and cultural settling support on campus to all ELC students. The Student Support team can also help students access other University and community support services, including Student Health.

24-hour contact and support for all University of Otago and ELC students is provided by the University of Otago Proctor's Office and Campus Watch team. The Proctor's Office will liaise with the Student Support team as required for any after-hours student incidents.

Full Access to University Facilities

Students receive a University of Otago student ID card, which provides full access to the University's facilities, including Student Health, the UniPol sports, gym and recreation centre, ITS information technology services, libraries and cafeterias on campus.



Internet Access

Students have free WIFI internet access throughout the University campus and in homestay.

High-Quality Homestay Programme

Unless otherwise agreed, students will live in a local homestay in a welcoming and supportive family-based environment.

Living with a homestay family is an excellent opportunity for students to experience New Zealand culture and practise using their English in a home environment. Students may have

an opportunity to join their host family's recreational, sporting or cultural activities, and will be able to experience a local way of life.

The student's bedroom is private and is fully furnished and includes a study desk and a heater. Students are given a key to the host's home so they may be as independent as they wish.

All homestays have been personally assessed by the University of Otago, and homestay hosts are police-vetted and reference-checked in alignment with the Code requirements to ensure a safe and supportive living environment.

With over 200 host families on our database, we can offer a variety of homestay families to suit most students' needs and preferences (based on availability at the time of application). This includes families with or without children, older couples, and single person homes. Each home is individual and unique. Hosts have a vast amount of knowledge and experience to offer students. Students are provided with 3 meals each day and a variety of meal options can be offered, for example, vegetarian, gluten-free, and any specific dietary requirements the student has will be taken into account. It is important to enter all dietary requirements on the application form, including medical conditions, allergies or dislikes of specific foods.



Small Class Sizes

Students are integrated into existing classes that have an average of 14 students, and a maximum of 18 students. They are given an online placement test prior to the start of the course, to ensure that students are in a class with others of similar proficiency.

Highly Qualified and Experienced Teachers

All permanent teachers have university degrees and specialised qualifications in teaching English to Speakers of Other Languages.

Modern Teaching Methods

The communicative method of teaching is used. Skills are taught in an integrated way, using the students' living and learning environments while in Dunedin. The students are encouraged to use English as part of their daily life. Lessons are learner-centred and students are expected to participate in the class by:

- Speaking English in the classroom
- Asking and answering questions
- Giving opinions and comments

- Working in pairs and groups
- Taking part in discussions and conversations
- Listening to guest speakers who are native English speakers.

Materials and resources employed reflect language-use within a New Zealand context. Classroom activities are selected to provide maximum opportunity for students to practise and use English.

The focus is on developing fluency and accuracy in the use of English.

2. The Programme

The University of Otago English Language Centre provides the following programme:

Orientation

Our Orientation Programme is designed to support students' academic and non-academic transition to study and life in New Zealand, and includes the following:

- Important information about studying at the University of Otago and ELC, including academic and student support services, medical and insurance information, and where students can go for assistance for specific issues during their stay in New Zealand
- Academic procedures and expectations at ELC
- Homestay life and daily living in New Zealand
- Familiarisation with the University campus and Dunedin, including campus/city tours

Academic Programme

Curriculum

Students are integrated into classes with students from other cultures:

- Tuition from Monday to Friday, 4 or 5 hours per day plus individual study and homework
- 23 hours per week of direct teaching time for the number of weeks required;
- Individual study in the Independent Learning Centre (recommended 2 hours per week)
- Homework set by the teacher (usually 5 hours per week)

Students at the Elementary and Pre-intermediate levels have General English for 23 hours per week.

For other students at higher levels (the Intermediate level and above) there will be 15 hours of General English and 8 hours New Zealand Studies.

General English

General English is taught as integrated skills: reading, writing, listening, speaking, grammar and vocabulary. Each level has a set of proficiency statements and objectives, which are based on the Common European Framework:

(http://www.coe.int/t/dg4/linguistic/Source/Framework_EN.pdf).

Students are assessed against these objectives for their formal academic reports.

New Zealand Studies

This supplements the General English programme by providing further English-language study with a focus on New Zealand topics including history, geography, wildlife and Tikanga Māori (Māori culture).

Independent Study

Students will work in the Independent Learning Centre at a time of their choice. This facility is run by a trained teacher and has excellent resources. Students will work on their area of special need.

Homework

Regular homework will be assigned including:

- Journal writing
- Vocabulary learning
- Interviewing the host family or other native speakers
- Practising skills learnt in class.

Sample Timetable

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9:00am	General English	General English	General English		
10:00am					
11:00am				General English	General English
12:00pm	<i>LUNCH BREAK</i>				
1:00pm	NZ Studies	NZ Studies	NZ Studies	<i>LUNCH BREAK</i>	
2:00pm		<i>Individual study time in the ILC</i>		NZ Studies	NZ Studies
3:00pm	<i>Individual study time in the ILC</i>		<i>Individual study time in the ILC</i>		<i>Individual study time in the ILC</i>
4:00pm					

Audit of University Classes

Students will have the opportunity to audit (observe) University classes. To get the most benefit out of the programme students would need to be at a level of at least 5.0 IELTS or 500 TOEFL.

Process

Students will indicate their particular area of interest. For example: Law, Sciences, Mathematics, Humanities, Commerce and Information Technology.

The UOELC will gain the appropriate permissions for students to attend classes and/or lectures and give the students a timetable of possible times they can audit.

Students will make their own decisions about which University lectures they attend, within the timetable provided, and the frequency of audits.

Students will make arrangements with the audit programme supervisor about which classes they audit, and they will be expected to attend the classes as arranged.

If the audits of any classes or lectures occur in times when students have English language tuition, they may be excused from their English language classes with the approval of their teacher.

Certificate

A certificate of attendance will be presented to each student at a function at the end of the course.

Course Evaluation

At the end of the course, students will be asked to complete short evaluations in order to provide valuable feedback for teachers and course planners.

Out-of-class Activities and Excursions (optional)

The Student Support team arranges on-campus activities and other events on Friday afternoons, and students are welcome to join these throughout the programme.

On-campus activities are free to join, and where there is an off-campus event arranged, there may be a small fee for transport/entry costs.

Examples of Out-of-Class Activities and Events

- Games and sports
- Cultural activities such as art gallery or local museum tours
- Visits to local beaches and parks

A number of optional weekend excursions may also be available throughout the programme for students to join at an additional cost. Students will be given information about weekend excursion dates and costs on arrival at ELC.

Examples of Weekend Excursions and Activities

Note: Examples are indicative of possible excursions only. Not all excursions will be offered in a single semester/programme.



Taieri Gorge Railway Train Trip

Travel by historic train through scenic farmland, steep gorges and hills on this four-hour excursion with various stops along the way. The trip is reminiscent of the days of steam trains.



Larnach Castle

Visit New Zealand's only castle built in 1871 situated on the picturesque Otago Peninsula. Enjoy the spectacular views from the tower, the beautiful gardens and soak up the history of the castle on a guided tour.



Otago Peninsula Trip

Take a bus trip down the Otago Peninsula, which includes an opportunity to view yellow-eyed penguins, seals and the Royal Albatross. The trip also includes a two-hour boat ride on the harbour.



Queenstown Weekend (conditions apply)

Visit Queenstown, the adventure capital of New Zealand, situated on beautiful Lake Wakatipu. Ride the Skyline Gondola for breath-taking views of Queenstown and to experience “lugging”, a thrilling, gravity fuelled downhill cart ride. Trip includes transportation and accommodation in Queenstown.