Exchange Office Contact Details

| Address: | International Office, University of Otago  
|          | Corner of Leith and St David Streets  
|          | Clocktower Building, P.O. Box 56  
|          | Dunedin 9016, New Zealand |

| Exchange Office Staff: | Jason Cushen  
|                       | Manager, Student International Services  
|                       | Telephone: + 64 3 479 5670 / Fax: + 64 3 479 8367 / jason.cushen@otago.ac.nz |

|                       | Iby Virag  
|                       | Exchange Adviser (Asia/Pacific, Scandinavia, Eastern Europe)  
|                       | Telephone: + 64 3 479 5209 / Fax: + 64 3 479 8367 / iby.virag@otago.ac.nz |

|                       | Graeme France  
|                       | Exchange Adviser (Western Europe)  
|                       | Tel: +64-3-479-5444 / Fax: +64-3-479-8367 / graeme.france@otago.ac.nz |

|                       | Celia Corteletti  
|                       | Exchange Adviser (The Americas)  
|                       | Tel: + 64 3 479 5293 / Fax: + 64 3 479 8367 / celia.corteletti@otago.ac.nz |

The Exchange Advisers are responsible for both incoming and outgoing exchange applications.

| Generic email: | exchange@otago.ac.nz |

Exchange-related information

| Level of Exchange | Undergraduate/Graduate Course work only. |
| Duration of Exchange | Minimum: One semester  
|                      | Maximum: One academic year |

Restricted programmes

| Restricted programmes | Medicine, Dentistry, Psychiatry, Physiotherapy, Pharmacology, Pharmacy or any other clinical course are not open to exchange students. |

Academic information

| Academic Dates | Academic Year – February to November  
|               | Summer School – January to February  
|               | Semester One – February to June  
|               | Semester Two – July to November  
|               | Exact dates: www.otago.ac.nz/international/intl_services/intl_keydates |

| Language of instruction: | English is the language of instruction. |
Course Information: The online course catalogue can be found at:
www.otago.ac.nz/subjects
www.otago.ac.nz/international/pdfs/on_campus_papers.pdf
While there is no limit on the number of students accepted to a particular course, entry to any course is based on relevant academic background.
(Please note that some Otago courses such as MBA, Wildlife Management and Marine Science are restricted in admissions – see the notes in the course catalogue).

Course Load Requirements
International students are required to maintain a full time student status while at Otago.
Minimum Course Load: 54 Points per semester
Maximum Course Load: 90 Points per semester
Most papers are 18 points each. Exchange students usually take 54 points per semester.

Contact Hours
As an approximate guide, students can expect to spend about two hours per week per 3 points for single-semester papers. These hours are made up of a combination of lectures, tutorials, laboratories, assignments and reading.

Study Options
A document entitled “Study Options for International Students Whose First Language Is Not English” offers some study options particularly to students coming from non English Speaking countries. The full document is available at:
http://www.otago.ac.nz/study/student_exchange/attachments/coursesfornonenglspks.pdf

Course Approval
Course Approval is the third and final step of enrolment and takes place at the start of each semester. This process is completed by all students in person at the University of Otago with academic advisers. Additional information and dates is available at:
www.otago.ac.nz/study/enrolment/courseapproval.html

Otago Grading Scale

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<thead>
<tr>
<th>Percentage Range</th>
<th>Grade</th>
<th>Honours Class</th>
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</thead>
<tbody>
<tr>
<td>90 – 100</td>
<td>A+</td>
<td>First Class/Distinction</td>
</tr>
<tr>
<td>85 - 89</td>
<td>A</td>
<td>First Class/Distinction</td>
</tr>
<tr>
<td>80 - 84</td>
<td>A-</td>
<td>First Class/Distinction</td>
</tr>
<tr>
<td>75 - 79</td>
<td>B+</td>
<td>Second Class, Div. 1/Credit</td>
</tr>
<tr>
<td>70 - 74</td>
<td>B</td>
<td>Second Class, Div. 1/Credit</td>
</tr>
<tr>
<td>65 - 69</td>
<td>B-</td>
<td>Second Class, Div. 2</td>
</tr>
<tr>
<td>60 - 64</td>
<td>C+</td>
<td>Second Class, Div. 2</td>
</tr>
<tr>
<td>55 - 59</td>
<td>C</td>
<td>Third Class</td>
</tr>
<tr>
<td>50 - 54</td>
<td>C-</td>
<td>Third Class</td>
</tr>
<tr>
<td>40 - 49</td>
<td>Fail</td>
<td>D</td>
</tr>
<tr>
<td>Below 40</td>
<td>Fail</td>
<td>E</td>
</tr>
</tbody>
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Transcripts
Official grades are available to students on the University’s PIM system as soon as grades are released.
Transcripts for exchange students are sent to the host institution at the end of their study period at Otago. Transcripts are usually posted:
Mid Mar (Summer School) Mid Jul (Semester One) Mid Dec (Semester Two)
# Smart Start Otago

A course for new exchange students focusing on study, language and cultural skills. Limited number of places available. Students are encouraged to apply as soon as possible.

For information on course objectives, dates and application form, please visit: [www.otago.ac.nz/study/student_exchange/visitingexchangestudents.html#smartstart](http://www.otago.ac.nz/study/student_exchange/visitingexchangestudents.html#smartstart)

| Course Dates | Monday 8th February to Friday 19th February 2010  
|             | Monday 7th February to Friday 18th February 2011 |

## Accommodation

| Application Information: | Accommodation options at the University of Otago are in high demand, particularly for the February intake. Students coming to Otago in the July intake often have more options, making this possibly a better start option for students coming to Otago for one semester only.  
|                          | Accommodation placement services are guaranteed to Exchange Students for visa purposes. Study abroad and exchange students will have their application sent directly to the University Flats in the first instance.  
|                          | Places in all of the University managed accommodation require an application form completed. We recommend that this is completed online through the University website [www.otago.ac.nz](http://www.otago.ac.nz). Students will be sent information about their accommodation when they receive an Academic Offer of Place to study at the University of Otago.  
|                          | In some circumstances undergraduate residential colleges, do consider single semester students if they have places available. Preference will be given to full year applications. If you have any questions about this, please contact the Accommodation Office.  
| Telephone                | +64 3 479 4166  
| Email                    | international.accommodation@otago.ac.nz |

| Costs: | For detailed information about accommodation options and costs, please visit [www.otago.ac.nz/about/accommodation](http://www.otago.ac.nz/about/accommodation) or contact the International Accommodation Adviser: |

## Arrival / Orientation programme

| Pre-arrival Information | [www.otago.ac.nz/international/prearrival.html](http://www.otago.ac.nz/international/prearrival.html) |
| Recommended arrival dates: | [www.otago.ac.nz/international/intl_services/intl_keydates](http://www.otago.ac.nz/international/intl_services/intl_keydates) |

| Mentor Programme | The International Mentor Programme (IMP) at the University of Otago pairs international students with enthusiastic, friendly Otago students to help them settle into Dunedin, and adjust to life at the University. Our Mentors all volunteer their time to be a part of the Programme and receive peer support training to prepare them for their role. To find out more and to apply, please visit:  
|                 | [www.otago.ac.nz/international/mentorprogramme.html](http://www.otago.ac.nz/international/mentorprogramme.html) |
Orientation Programme: The International Office runs an orientation programme for international students before the beginning of each semester. This programme covers such things as course advice, a tour of the campus and information about living in New Zealand. The orientation programme is free and provides an excellent opportunity to meet other students and make new friends.

For more information, please visit: www.otago.ac.nz/international/orientation_arrival

Services available: All students receive a free e-mail account, free internet access, access to UNIPOL sports facilities (www.unipol.co.nz), Student Health Services, Orientation Events, Student Association Events, Student ID Cards and associated discounts, 24 Hr access to Computer Labs, Membership of the Student Association and access to Recreation Services (www.otago.ac.nz/recreation).

Medical Insurance

Students must have insurance that is compliant with New Zealand Government requirements. Studentsafe University is the preferred provider, though students can elect to hold another compliant policy. Please note many international policies are not compliant with New Zealand Government requirements.

For more details please visit: www.otago.ac.nz/international/healthcare.html#medical

Insurance costs:

<table>
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<tr>
<th></th>
<th>NZ$ 112.50 (Summer School)</th>
<th>NZ$ 225 (one semester)</th>
<th>NZ$ 450 (one year)</th>
</tr>
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</table>

** Fees for 2009. It is anticipated there will be an increase on these fees for 2010

Cost of Living

Financial matters & cost of living:

www.otago.ac.nz/international/financial.html

Fees other than tuition:

Exchange students may be required to pay for sundry fees at Otago: NZ$ 427.28 for one semester / NZ$ 456.55 for two semesters (2009)

Visa requirements

All Exchange Students are required to obtain a student visa prior to their arrival in New Zealand. Students who do not hold a valid student visa and permit will not be permitted to enrol in any courses at the University of Otago.

More information about visas and permits (including forms) can be found at: www.immigration.govt.nz

Eligibility to Work

- Exchange students enrolled for one year (two semesters) at the University of Otago may be granted a “variation of conditions” to work for up to 20 hours per week while studying and work full time during the Christmas-New Year holiday period.
- Students enrolled at Otago for only one semester are not eligible to work in New Zealand.
- Students should not rely on finding work in Dunedin to support themselves.
- Students entitled to work rights who were not issued with a “variation of conditions” overseas may apply at the International Office of the University of Otago once they arrive in New Zealand.

Students need to apply for a “variation of conditions” directly through Immigration New Zealand.
The City of Dunedin

Dunedin is a city by the sea.
It has white sand beaches, bush clad hills, tidal inlets and volcanic landforms.

From its humble beginnings as a small Scottish settlement in 1848, Dunedin grew rapidly with the discovery of gold in the Otago hinterland in 1860. During the last decades of the 19th century when Dunedin was New Zealand's commercial capital, the foundations were laid for its strong tradition in education which today remains as one of the city's most impressive qualities. It is also one of the best preserved Victorian and Edwardian cities in the Southern hemisphere.

Dunedin's physical vitality is reflected in the spirit of its people. The population of 120,000 has produced many of New Zealand's greatest writers, poets, artists and musicians. The city's strong cultural bias is seen in its modern public art gallery which houses one of New Zealand's best international art collections, its strong professional theatre, and its museums and libraries that rank among the country's finest.

The heart of the city is lined with restaurants and sidewalk cafes. Modern shopping complexes trade alongside boutiques, galleries and weekly craft markets.

Nature endowed Dunedin with coastal colonies of the shy Yellow-eyed penguins, and the world's only mainland breeding colony of the Royal Albatross. Dunedin's green belt and its many parks and gardens add to the breath and soul of the city.

Dunedin is home to many major sporting events, and its famous Carisbrook is renowned in the international world of rugby for its unrivalled crowd atmosphere. Dunedin is often dubbed 'Rugby City' for the infectious carnival fever that takes hold every time a major rugby match is hosted. The city's hospitality is the envy of the rest of the country.

The 'kiwi' passion for water sports is met by Dunedin's long natural harbour - ideal for wind surfing, yachting, kayaking, canoeing, rowing and fishing. Surf's up all year round on Dunedin beaches, and St Clair beach is considered one of New Zealand's best for surfing.

For further information visit one of these websites.

http://www.dunedinnz.com
http://www.visit-dunedin.co.nz
http://www.cityofdunedin.com
The University of Otago

The University of Otago is New Zealand's oldest university, founded in 1869. It has earned an international reputation for the quality of its research and teaching. One of the pillars on which the University's international reputation is built is the quality of its leading-edge research in many fields. Teaching at Otago is closely related to scholarly research, with the result that most teaching is undertaken by academics who are at the forefront of relevant knowledge.

As a student at New Zealand's oldest university you will become part of a unique educational experience. Otago's attractive campus is a mixture of historic and modern buildings located in the centre of Dunedin. The campus is a short walk from the city's central shopping and services.

Otago students rate its campus lifestyle as one of its strongest attractions. The students live as a community immediately around the campus area in student Colleges of Residence or self-catering flats. University students and staff constitute one-sixth of the population of Dunedin.

### University Facts

<table>
<thead>
<tr>
<th>University Location:</th>
<th>Dunedin, South Island, New Zealand</th>
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<tbody>
<tr>
<td>City Population:</td>
<td>approx. 120,000</td>
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<tr>
<td>Student Population:</td>
<td>approx. 20,000</td>
</tr>
<tr>
<td>International Students:</td>
<td>approx. 2,200</td>
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<tr>
<td>Otago’s website:</td>
<td><a href="http://www.otago.ac.nz">www.otago.ac.nz</a></td>
</tr>
<tr>
<td>Exchange Website:</td>
<td><a href="http://www.otago.ac.nz/study/student_exchange">www.otago.ac.nz/study/student_exchange</a></td>
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<td>University of Otago in I Tunes:</td>
<td><a href="http://www.otago.ac.nz/itunesu/">http://www.otago.ac.nz/itunesu/</a></td>
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