

STUDY FASHION IN NEW ZEALAND



SEWTEC
FASHION ACADEMY

INTERNATIONAL STUDENT PROSPECTUS

www.sewtec.ac.nz



KIA ORA,

Thank you for considering Sewtec Fashion Academy for your future training needs. This prospectus has been designed to provide all the information you will need to know about studying with us in New Zealand.

If there is any information you need that is not covered in this prospectus, please contact our enrolment team directly on study@sewtec.ac.nz

We hope to see you soon!



Simon Julius and Andrina Stanisich
DIRECTORS

ABOUT US

Sewtec Fashion Academy is a category 2 private training establishment registered with the New Zealand Qualifications Authority (NZQA) since 2001. Both directors actively work in the company ensuring quality and excellent customer service.

Sewtec offers practical education using industry experienced tutors to the domestic (New Zealand) and international markets. Our students have showcased their designs worldwide, in 2016 this included : China, Germany, Indonesia and Australia. Many students have gone on to create their own businesses, some exporting to America, Australia and Europe. We actively encourage our students to take advantage of industry events and to work with real-life clients where ever possible, this builds confidence and experience.

We pride ourselves on offering industry based, practical hands-on training. We are open for visits during regular business hours and would love to meet you. Come in and experience what makes us different!

WHY STUDY WITH US?

- Hands-on, practical training
- Modern, industry standard machinery
- Friendly staff and a welcoming environment
- Maximum of 20 students per class to enable quality interaction with the tutors
- Student lounge with cooking and recreation facilities, a study area, computers (with internet access) and industry magazine library
- Tutors who recognise and work with your unique learning needs
- Free trials - If you're in New Zealand contact us for a free trial of your selected programme

QUESTIONS? - WE ARE HERE TO HELP:

Phone +64 9 250 1515 or email study@sewtec.ac.nz
www.facebook.com/sewtecfashionacademy
www.sewtec.ac.nz





ENROLLING WITH SEWTEC

STEPS

1. Read the prospectus from cover to cover; ensure you understand the terms and conditions.
2. Check with Immigration New Zealand (or check with your agent) for the requirements, cost and process of lodging a student visa application.
3. Choose your course of study and calculate the cost. Remember to include:
 - Course Fee(s)
 - If you choose to use our accommodation service include the placement fee and the total weekly accommodation cost
 - Airport pickup and transfer service (if required)
4. Complete the enrolment form (available from our website).

Scan and email the completed enrolment form (and attachments) to
study@sewtec.ac.nz

OR

Post the completed form (and attachments) to:

International Enrolments
Sewtec Fashion Academy
PO Box 23-704
Hunters Corner
Auckland 2155
NEW ZEALAND

5. When we accept your enrolment we will send you an Offer Of Place letter.
6. Deposit the required fee into our Government Guaranteed Trust Account (details in the Offer of Place letter).
7. We will issue you a Fees Receipt.
8. Using the Offer of Place letter and Fees Receipt, lodge your student visa application (allow 6 weeks for this). If you fail to secure a visa any money received will be fully refunded.
NOT REQUIRED FOR INDUSTRIAL SEWING SHORT COURSE
9. After your visa has been approved, apply for medical and travel insurance for the duration of your stay.
(You are required to provide evidence of this prior to starting study)

Your agent (if applicable) can help you with this process.

A list of authorised agents is available on our website under the 'International' tab.

WHAT OUR STUDENTS ARE SAYING...



"When I started I couldn't sew and now I'm designing and sewing my own garments for my own clients. The tutors here are amazing, they are very helpful and friendly and always available when I get stuck. The premises are really spacious with lots of light and modern machines, I love this place!" Li Wang (Fiona)



"I heard about Sewtec from a friend who was running her own apparel business, studying here was the best and easiest decision I've made. The tutors care about your future and take time to ensure you're getting the most out of your training while studying towards industry recognised certificates". Katrina Chadwick



"I'm so glad I did the fashion show, it took me over the limits I had set for myself - an amazing experience. The tutors here are knowledgeable and friendly and are full of 'hidden gems'. My plan is to design and sell garments to the Arab community and with the knowledge and skills I've gained I'm ready." Kathleen Thomson



"I own an online business supplying activewear internationally. I recently moved to a wholesaling model with blank activewear and recognised the need for practical training to help me design new products to meet trends. Sewtec was what I was looking for. The tutors are so knowledgeable and I love the way they teach you in a way you can understand" Richard Paki



"As an international student I have studied at other schools and I recommend Sewtec - It's the place to go if you want to study fashion. It's very important to learn the standards of pattern making of such a fashion forward country like New Zealand. I can see that the knowledge I'm gaining will help me to succeed in my future fashion career." Zhanar Bekenova



INDUSTRIAL SEWING SHORT COURSE

LEARN TO SEW GARMENTS USING INDUSTRIAL MACHINES

This entry level programme follows New Zealand industry standards to teach you to sew full garments using industrial machines. This foundation programme teaches industrial machine handling skills for automatic sewers, manual sewers and over lockers. Once learners have gained control of the machines they then manufacture a variety of garments.

Garments manufactured include: pencil skirts, shorts and business shirts. Included within these garments is a range of specialised skills (button holes, invisible zips, jean zips, mock pockets, patch pockets, jett pockets, darts, collars, cuffs, plackets). For each garment the learner uses patterns to layout, mark and cut before sewing, giving them experience of the full scope of garment manufacture.

At the conclusion of this programme, learners have the knowledge to confidently use patterns (recognising pattern components and markings) and manufacture complete garments using industrial machines.

Study details:	Full Time
	Monday to Thursday 9am – 3pm
	10 Weeks
Qualifications offered:	Sewtec Completion Certificate (No NZQA qualification)
Further study options:	Diploma (Year one)
Start date:	Monthly – nominate on enrolment form
Entry requirements:	Minimum age 18 Basic English required
Course fee:	NZD\$3,000 Course fee includes all resources and a basic stationary kit



DIPLOMA (YEAR ONE)

PATTERN MAKING AND INDUSTRIAL SEWING

This practical, entry-level programme teaches the skills and knowledge that are directly relevant in the clothing design and manufacture sectors.

In this exceptional programme the learners sew using industrial machines, write garment specification sheets and develop and grade patterns for unstructured garments. Patterns produced include street wear, active wear and swimwear for men, women and children. Learners will demonstrate knowledge and skills to standards recognised by the industry sector as appropriate, and develop work habits and practices appropriate for further training and employment.

Learners design and manufacture garments for their own real-life clients (meeting their individual specifications) and gain work experience in a designer workroom. In addition they showcase their collection to industry via the Sewtec annual fashion show and/or other various industry events.

Learners who complete this programme are awarded an NZQA Level 4 certificate.

Study details:	Full Time
	Monday to Thursday 9am – 3pm
	42 Weeks
Qualifications offered:	New Zealand Certificate in Apparel and Fashion Technology (Level 4)
Further study options:	Diploma (Year two) Southern Institute of Technology – Bachelor of Fashion (Design and Technology)
Start date:	January, July
Entry requirements:	Minimum age 18 IELTS academic score of 5.5 with no band lower than 5
Course fee:	NZD \$14,500 Course fee includes tuition, text books, hand-outs, pattern making tools and basic stationary kit



DIPLOMA (YEAR TWO)

FASHION DESIGN

In this programme, the learner designs and constructs their own collections, and is introduced to a variety of textiles, pattern matching and industry techniques. This provides the student with practical knowledge and skills to enable them to set up their own design or manufacturing business.

As a learner you will use Computer Aided Design (CAD) software to create and grade patterns and create a lay plan suitable for production. Each semester the learner produces a collection for their own niche market (four collections in total). Each learner develops their own portfolio including sketches, label/brand, photo shoot, online presence and a 'look book'.

Features of this course include: utilising fabric technology to enhance the garment balance, advanced pattern engineering, fashion drawing, costuming, millinery and using boning and draping for evening wear.

Study details:	Full Time
	Monday to Thursday 9:00–3:00
	42 Weeks
Qualifications offered:	New Zealand Diploma in Apparel and Fashion Technology (NZQA Level 5)
Further study options:	Southern Institute of Technology Bachelor of Fashion (Design and Technology)
	Auckland University of Technology Bachelor of Fashion
Start date:	January, July
Entry requirements:	IELTS academic score of 5.5 with no band lower than 5
	Successfully completed Diploma (year one) OR demonstrate equivalent industry experience
Course fee:	NZD\$17,000 Course fee includes text books, pattern making tools, tailors form, and basic stationary kit. Allow an additional \$1500 for fabric and other resources used to produce your own collections.



EXPERIENCE NEW ZEALAND WHILE STUDYING

Each month Sewtec offers an optional weekend excursion allowing international students to experience what New Zealand has to offer. These excursions are fully guided and the cost for these are variable and are not included in the course fee. A minimum of two students are required for most excursions.

Excursions include : Horse trekking, Maori Cultural experience in Rotorua, Auckland sightseeing, Hobbiton, Queenstown, glow worm caves at Waitomo, Farm stay, Beach stay, Jet boating, Dolphin watching cruise, Auckland harbour tour with island visits and more!





Location Level one
Whirinaki Building
7 Springs Rd
East Tamaki
Auckland
Ph +64 9 250 1515

Public Transport Bus
Train (with complimentary
pick up service)

Student facilities Internet and email access
Car parking
Study area with couches
Cafe with:

- Fridge/freezer
- Hot water
- Tea/coffee etc
- Microwaves
- Dishwasher
- Tables & chairs

Nearby Amenities Food shops
Clothing stores
Optometrist
Grocery/food shopping
Personal grooming services
Postal service
Medical centre
Banks



FURTHER INFORMATION

CODE OF PASTORAL CARE

Sewtec Fashion Academy has agreed to observe and be bound by the Code of Pastoral Care of International Students published by the New Zealand Qualifications Authority. Copies of the code are available on request from us or from the New Zealand Qualifications Authority website - www.nzqa.govt.nz.

International students are given the mobile phone numbers of key staff who can assist them with any issues that occur outside of scheduled class times.

STUDENT FEE PROTECTION

In accordance with NZ Government regulations, your course fees are protected by Public Trust in a New Zealand Government guaranteed Student Fee Trust Account.

The Public Trust Fee Protect system ensures that your fees are secure for the full term of your studies. Students pay their tuition fees straight to the Public Trust account and the Public Trust pays Sewtec Fashion Academy monthly in arrears in accordance with an agreed payment schedule. Each student's fees are held separately and a print out of the account balance can be reviewed online or you may ask administration for a copy of the account.

IMMIGRATION

Full details of visa and permit requirements, advice on rights to employment in New Zealand while studying, and reporting requirements are available through the New Zealand Immigration Service, and can be viewed on their website - www.immigration.govt.nz.

SEMESTERS - 2018

Semester one	:	30 January - 12 April
Semester two	:	23 April - 6 July
Semester three	:	16 July - 28 September
Semester four	:	8 October - 7 December

SEMESTERS - 2019

Semester one	:	28 January - 13 April
Semester two	:	22 April - 5 July
Semester three	:	15 July - 27 September
Semester four	:	7 October - 13 December

STUDY IN NEW ZEALAND

For further information about living and studying in New Zealand, refer to these websites :

Study in New Zealand	www.studyinnewzealand.govt.nz
NZQA Studying in NZ	www.nzqa.govt.nz/studying-in-new-zealand
Living in Auckland	www.aucklandnz.com/study/live
New Zealand Now	www.newzealandnow.govt.nz
Tourism New Zealand	www.tourismnewzealand.com
Get ready for New Zealand	https://nzready.immigration.govt.nz/
Immigration New Zealand	www.immigration.govt.nz/assist-migrants-and-students/assist-students

FREE TRIALS

If you are in New Zealand you are welcome to have a free 4-day trial of a course you are interested in. Email us on study@sewtec.ac.nz to find out more.

ACCOMMODATION AND LIVING COSTS

If you are over 18 years of age you may organise your own accommodation. We can arrange home stay accommodation if you indicate this on the enrolment form (or inform the Student Support Officer at any time).

The Student Support Officer works with the accommodation agent to organise suitable accommodation. All student accommodation will be assessed as to its suitability and a copy of the relevant assessment will be sent to you. If you have any problems with your accommodation please contact the Student Support Officer.

You will need to pay a placement fee in addition to the weekly accommodation fee.

Auckland home stays are typically family homes. A typical home has two adults and one or two younger people in a standalone house with a garden. Living with a family costs typically \$NZ250 a week and includes breakfast and dinner from Monday to Friday and 3 meals on weekends. Daily travel costs from home stay to the campus vary but may cost up to \$NZ80 a week. For more information on public travel costs visit www.maxx.co.nz

For more information regarding the home stay service visit www.homestaymum.com

You may wish to stay in rented accommodation, usually a flat (apartment) shared with two or more students. Flats may cost from \$NZ 100.00 - \$NZ 350.00 a week. Other weekly flat costs may be \$NZ 90.00 for food, \$NZ 10.00 for energy (electricity/gas) and \$NZ 10.00 for the telephone/internet (although many flats no longer have a phone line as most New Zealanders prefer to use mobile phones).

New Zealand has several mobile phone companies that offer both pre-paid and on-account plans. Allow \$60 per month for on-account, which includes 1.5gb data. For more details see their websites :

Spark	www.spark.co.nz
2Degrees	www.2degreesmobile.co.nz
Vodafone	www.vodafone.co.nz

CANCELLATION/WITHDRAWAL

Students withdrawing from the course (with written notification to the Student Support Officer) within the first ten training days (from the course start date) will be fully refunded minus an administration fee of 10% (to a maximum of \$500). Students withdrawing from the course after the first ten training days (from the course start date) will not receive a refund.

Students are required to give two weeks notice of withdrawing from a home stay arrangement, any unused home stay payments will be refunded. Students withdrawing without giving 2 weeks notice will forfeit two weeks home stay payments. If a student withdraws from a home stay within 24 hours of commencement they will forfeit the placement fee.

If Sewtec Fashion Academy withdraws an Offer of Place, or is unable to offer the course, all tuition fees will be refunded in full.

ACCIDENT INSURANCE

The Accident Compensation Corporation provides accident insurance for all New Zealand citizens, residents and temporary visitors to New Zealand, but you may still be liable for all other medical and related costs. Further information can be viewed on their website - www.acc.co.nz.

ELIGIBILITY FOR HEALTH SERVICES

Most international students are not entitled to publicly funded health services while in New Zealand. If you receive medical treatment during your visit, you may be liable for the full costs of that treatment. Full details on entitlements to publicly-funded health services are available through the Ministry of Health, and can be viewed on their website - www.health.govt.nz.

MEDICAL AND TRAVEL INSURANCE

International students must have appropriate and current medical and travel insurance while studying. This insurance must cover your travel to and from New Zealand as well as the duration of your stay and can be organised once you have your student visa. Insurance should cover repatriation or expatriation in case of illness, injury or death including costs incurred by any assisting family members. For a quote from Southern Cross Travel Insurance see : www.scti.co.nz

CHANGES IN PERSONAL INFORMATION

Students are required to inform Sewtec Fashion Academy if there is a change in your contact details, accommodation type or address. This can be done at reception or via the Student Support Officer.

ATTENDANCE POLICY

To successfully complete the modules of learning the students is required to attend at least 95% of the course. Students who do not reach this percentage will fail the module of learning. Students who fail a module of learning may have their study visas revoked.

The following procedures will be followed to monitor the student attendance.

At the beginning and end of each training day the student must sign the attendance register. If a student is unable to attend for any reason they must make contact with Sewtec immediately and either leave a message with the receptionist or leave a message for their tutor. If a student is sick for more than 3 days a doctor's certificate is required as evidence in support of absence. When returning to class after a period of absenteeism it is expected that you will negotiate (with your tutor) extra time to catch up on any missed work. If the tutor feels you are failing to make adequate progress/effort to catch up in your studies the disciplinary procedure may be followed.

If a student's attendance is starting to fall, an interview with the Student Support Officer will be arranged.

If a student does not attend for 3 days and has failed to contact Sewtec, the Student Support Officer will attempt to telephone the student. If this attempt is unsuccessful a first warning letter regarding lack of attendance will be sent to the student at the same time a home visit is attempted in order to contact the student. If there is no response from the student 3 days after sending the letter on the 4th day a second warning letter will be sent to the student. If no response to the Second Warning letter after 3 days on the 4th day, a letter of withdrawal will be sent to the student and a copy of the letter sent with documentation to the Immigration New Zealand.

STUDENT WELFARE

At all times the welfare of the student is paramount to Sewtec Fashion Academy. If a student is found to be in need of support (or requests it), the Student Support Officer will access suitable support from an appropriate agency or organisation.

DISCIPLINARY AND APPEAL PROCEDURE

The process for disciplinary action is listed below, this process will be followed for any breach of disciplinary regulations and/or any activity deemed so by the management team.

- The first stage is a formal verbal warning from the Centre Manager. This warning will be recorded on the student file and the student will be requested to sign an acknowledgement that the warning has been given.
- The second stage is a formal written warning. This warning will be recorded on the student file and the student will be requested to sign an acknowledgement that the warning has been given.
- The third stage is the final written warning. This warning will be recorded on the student file and the student will be requested to sign an acknowledgement that the warning has been given.
- The final stage is expulsion from the course and Sewtec Fashion Academy.

The student can (at any time) request a meeting with the management team to discuss any issues and they may bring along a support person. To request a meeting contact reception.

IMMEDIATE TERMINATION OF ENROLMENT

Sewtec Fashion Academy reserves the right to terminate an enrolment contract in the event the student is found to have provided false (or misleading) information and/or have been a party to disruptive or criminal behaviour (even behaviour outside of the training premises or training times). In this event Immigration New Zealand will be informed of the termination of enrollment within 24 hours.

INTERNATIONAL STUDENT COMPLAINT PROCEDURE

Any International Student who has a complaint or concern about their course of training should:

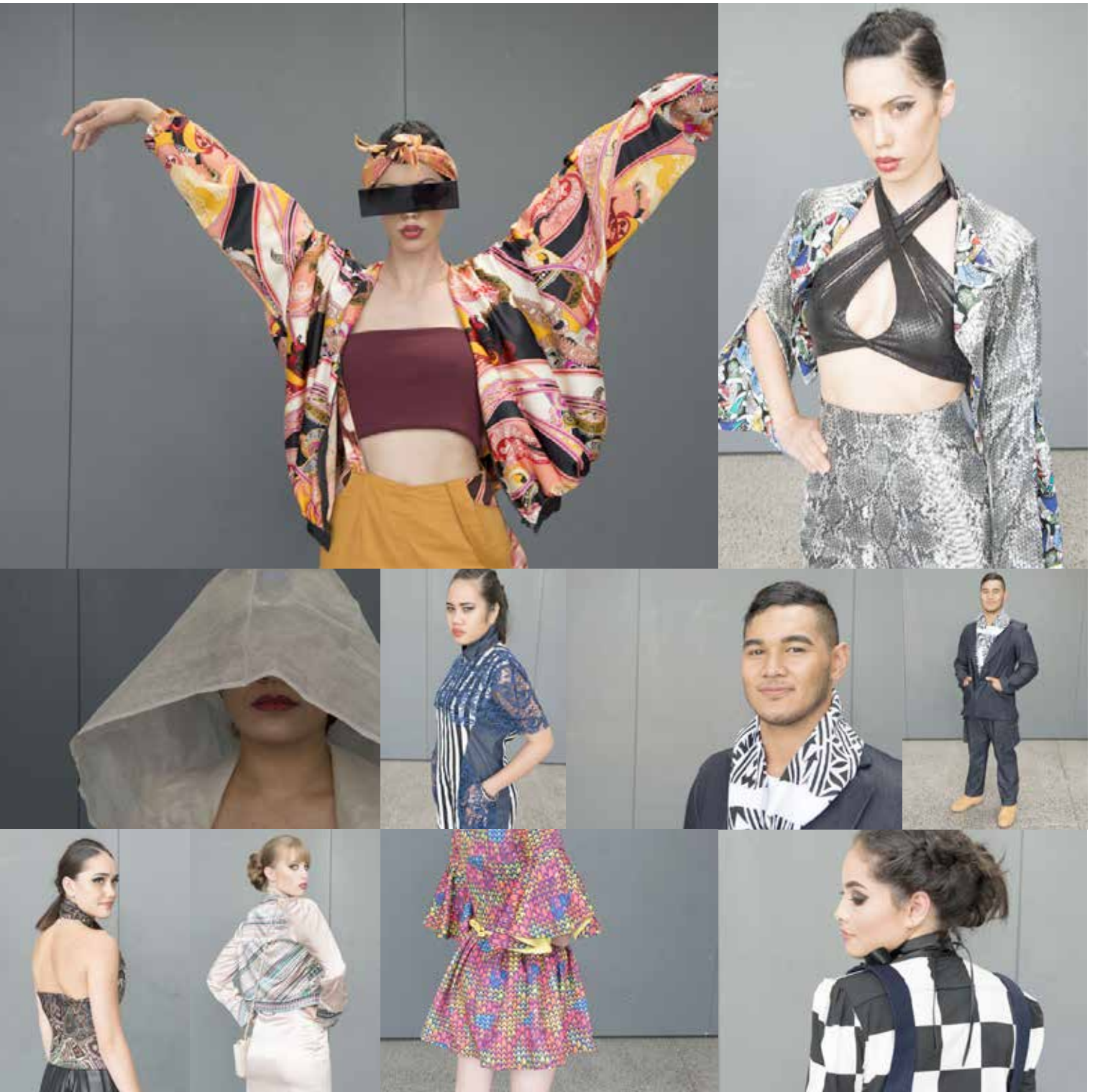
- Raise the matter with the tutor OR the Student Support Officer
- If after a reasonable time, the student is still concerned raise the matter with a company Director :
Email : Simonj@sewtec.ac.nz OR Andrinass@sewtec.ac.nz
Post : The Director
Sewtec Fashion Academy
PO Box 23-704 , Manukau 2155
- The matter will be fully investigated and a memorandum of outcome will be sent to the student
- If the student is still not satisfied, the final recourse is to contact the Quality Commission :
Phone : 0800 692 737
Email : admin@itenz.co.nz
Post : International Student Complaints
The Quality Commission
PO Box 106-114, Auckland, 1143

If the complaint is of a contractual or financial matter, the student can refer the issue to the Dispute Resolution Service at www.istudent.org.nz or by calling them on 0800 00 66 75

SAMPLE OF STUDENT WORK

*"At Sewtec we got the skills to back up our passion
- a huge part of our success is due to our tutors"*

Wiremu Ruka and Patsy-Ann Grace
after showing at the Sydney Pacific Runway
Fashion Show





www.sewtec.ac.nz P: 0508 327 872

