

INFORMATION & GUIDELINES FOR STUDENTS UNDER 18

18 周岁以下未成年学生信息和准则



If you are under the age of 18, you are considered a minor in New Zealand, and your accommodation host have been specifically selected to look after you.

如果您年龄在 18 周岁以下，在新西兰被视为未成年，我们指定的寄宿负责人也会给予您特别的照顾。

As a minor in New Zealand, there are certain rules that Wintec requires you to abide by in order for us to be able to ensure your safety and wellbeing. These are:

如果您在新西兰是未成年人，在怀卡托理工学院学习期间，为确保您个人人身安全和生活愉快，我们需要您遵守以下准则：

CELL PHONES & ADDRESS CARD

移动电话和地址卡

Wintec asks that you get a cell phone and carry this with you at all times. This must be switched on, so that your accommodation host/family or we can contact you at all times. This is for your safety. 怀卡托理工学院老师要求您拥有一部移动电话并且随时携带。手机必须开机，以便住宿负责人，您的国内父母或者学校老师可以随时联系您本人。这样做是为您的安全考虑。

You must also save the contact details and address of your accommodation host on your phone so that you can contact them at any time, should you need to. Always carry your accommodation's Address Card with you – if you do not have this, please let us know, and we can provide you with a new card. 您必须保存寄宿负责人的联系电话和地址信息在电话上，以便您可以随时或者需要的时候联系他们。不要忘记随时携带您寄宿地址信息卡-如果没有或者丢失，请告知我们，我们会及时给您提供新的信息卡。

ACCOMMODATION

住宿

If you are under the age of 18, Wintec does not allow you to live in a flat/room/house/apartment, live on your own or stay in a hostel type arrangement. You must stay in Wintec approved accommodation until you turn 18. If you are not happy in your current accommodation please contact us immediately on international.accommodation@wintec.ac.nz or visit the International Centre (B-Block).

如果您未成年，怀卡托理工学院要求您必须住在经学校批准的住宿里直到你满成年。未成年学生不能以任何其它方式住宿或者单独出租居住房屋。如果您对现有的寄宿不满意，请立即告知国际部工作人员。您可以发送邮件至 international.accommodation@wintec.ac.nz 或访问国际中心（位于市中心校区 B 楼）。

ALCOHOL

饮酒

Drinking alcohol is not allowed until you are over the age of 18. In NZ it is illegal to drink alcohol if you are 16 or 17 years old. It is also illegal for anyone under 18 to be sold alcohol. You will be asked for photo ID. 18 周岁以前是不许饮酒的。在新西兰，如果您 16 或者 17 周岁，饮酒是视为非法。同时 18 周岁之前购买酒品也是非法的。您会被要求出示证明年龄的身份证明。

If you are caught drinking in a bar or in a public place, you may be arrested by the police. Using fake ID cards to get into a club or bar or to buy alcohol is illegal. You will likely lose your student visa if you are caught. 如果在公共场所或者酒吧被抓住饮酒，您有可能被警官拘捕。任何使用假冒或者其他人员的身份证明以进入酒吧或者类似的俱乐部，一旦发现您有可能失去在新西兰学习的学生签证。

Having friends over 18 buy you alcohol is also illegal, and they can face serious consequences from the police for supplying alcohol to you. Drinking and Driving in New Zealand results in heavy penalties. 请求 18 周岁以上朋友为您购买酒品，在新西兰也同样是非法的行为。任何人如果有此行为，他们会面临严重的提供酒品给未成年人的后果。在新西兰饮酒驾驶会面临更加严重的处罚。

DRUGS

毒品

Drugs are illegal in New Zealand and that we have zero tolerance towards the use and/or sale of drugs. If you are caught with drugs (even if they are not yours), it will be referred to the police and this will likely result in your Student Visa being revoked and having to return home.

毒品在新西兰是非法的，新西兰政府和警方对使用或者销售毒品持零容忍态度。如果您触犯法律，携带毒品（甚至毒品不是你本人拥有），如被发现你将被交付给警方，移民局会取消你的学生签证并且将涉案人员遣送回国。

SMOKING

吸烟

In New Zealand, it is illegal to sell cigarettes to anyone under the age of 18. You will not be able to buy smokes until you are 18+. They will ask you for photo ID.

在新西兰，售烟给于 18 周岁以下未成年人员属于非法行为。如果您是 18 周岁以下未成年人，您将无法购买到任何烟类产品。售烟人也会询问您的年龄并要求您出示身份证明。

All of the Wintec campuses are smoke free – you are not allowed to smoke anywhere on campus. 所有怀卡托理工学院的校区内都禁止吸烟-在校园内的任何所属地方都不允许吸烟。

SAFETY

安全

If you are returning home after dark, especially if you are taking the bus, you must keep an eye on your personal belongings, particularly purses and wallets. Also, be very careful when withdrawing money, e.g. from a bank. It is best that if you are out after dark, that you contact your accommodation host or catch a taxi.

如果您在晚间回家，特别是乘坐公交车，您必须管理好自己的物品，特别是钱包或者是随身携带的贵重物品。同时，当在自动取款机上提取现金时，请注意周围情况。

在天黑以后需要回家，最好的方法是联系您的寄宿负责人到您所在地接您或者打的回家。时时处处，安全第一！

HOLIDAYS & SLEEP-OVERS

度假和在外过夜

If you want to go away and spend time away from your accommodation (for example if you go on holiday, spend the night at a friend's house, return home etc.) then you must seek prior permission: 如果您想外出（比方说去度假，在朋友家过夜，或者是回国等情况），您必须在行动之前得到以下许可：

- You must tell your Accommodation host of your plans
- You must inform the International Centre of your plans and provide us with the following:
 - Your contact details
 - Where you are going (e.g. Motel details)
 - Who you are going with
 - How you are getting there/home
 - How long you will be away
 - Contact details of someone else in your group
- 您必须提前告诉寄宿负责人您的行程计划;
- 您必须通知怀卡托理工学院国际部老师并且提供以下信息：
 - 联系电话
 - 行程地点（例如：旅馆的具体信息）
 - 随行人员姓名
 - 乘坐什么交通工具到达目的地或者返回寄宿家庭
 - 行程时间
 - 随行人员的联系方式

We must receive written permission from your parents (i.e. an email) to confirm that they give you permission to stay away overnight. This must be received before you travel/leave. If your parents do not speak English, then they can email us in Chinese. 国际部老师必须收到国内家长书面形式的同意书，以确认家长给予学生本人在外过夜的准许。同意书必须在行程之前发送至怀卡托理工学院国际部。文件可以以中文形式提交。

PARTIES

聚会

If you want to go to a party, event or function, you must have prior permission from your accommodation host. They need to know:

如果您想参加派对，活动或者大型集会，您需要从寄宿负责人那里提前获得准许，他们需要以下信息：

- Where the party is
- Who will be at the party (e.g. other students)
- Will it be supervised?
- Contact details
- 聚会的地点
- 聚会的成员（例如其他学生的姓名）
- 聚会是否有成年人监督
- 联系电话

You must be home no later than curfew (see below) unless we have permission from your parents to say that you are allowed to sleep-over etc. This must be received before the party.

您必须在宵禁之前回家（宵禁时间请参考下文），除非国际部收到家长批准您在外过夜的同意书。同意书必须在活动之前提交给国际部工作人员。

At the party, you are not allowed to drink any alcohol and/or take any drugs. If you do, you can be in serious trouble and receive an official warning from Wintec. 在各种聚会期间，您不准许在任何情况下喝任何酒类饮品或者吸烟及碰触毒品，如果有类似情况发生，您将面对严重的后果并收到学校的警告信。

DRIVING

驾驶

We must have your parents' permission before you purchasing a car. You may not own or drive a car unless you have a current New Zealand Drivers Licence. Do not drive your friend's car. If you do drive a car, we strongly recommend that you take out fully comprehensive insurance.

在购买汽车之前，您必须得到父母的书面同意并将同意书交至国际部。我们强烈建议您考取新西兰驾驶执照并且建议在 18 周岁之前不要驾驶。如果需要，在新西兰驾车之前，请熟悉新西兰当地交通规则，熟读路规。在购买车辆同时，我们强烈建议您购买新西兰车辆全程保险。

CURFEW

限制和管理

There is a standard curfew set by the International Centre for all students under 18:

怀卡托理工学院对所有 18 周岁以下未成年同学执行一套标准的宵禁规定：

- Sunday – Thursday you must be home by 9pm
- Friday & Saturday you must be home 11pm
- 星期日夜晚-星期四夜晚 您必须在 9 点之前回家；
- 星期五夜晚-星期六夜晚 您必须在 11 点之前回家

If you want to come home after these times, you need prior permission from your accommodation host who must be able to contact you (i.e. have your cell phone turned on loud & with you at all time), and must know where you are and when you do expect to be home. If you do get lost, into trouble etc. and need ride home, please contact your accommodation host to help you

如果您在这些规定的时间内不能准时回家，请必须在此之前获得寄宿负责人允许，使寄宿负责人可以随时联系您。（建议：把手机随身携带并且设置强音以便自己可以听到），寄宿负责人必须知道你的所在地和你大概回家的时间。如果你迷路了或者遇到什么其它困难，或者需要回家的交通工具，请及时联系寄宿负责人寻求帮助。

You are not allowed to skip classes because you are too tired to attend because you came home late. 您不准许因为回家太晚或者太过劳累而影响上课的出勤率。

BIKING IN NZ

在新西兰骑自行车

If you decide to bike to/from Wintec, then you must wear a helmet – it is illegal to ride a bike without a helmet in NZ. Your accommodation host can tell you where to purchase these.

如果你决定骑自行车，必须在任何时候佩戴头盔-在新西兰不佩戴头盔骑单车是不合法的。您可以向寄宿负责人询问在哪里购买自行车和头盔等有关信息。

ATTENDANCE

出勤率

You must attend all your classes. If you are sick, your accommodation host can contact the International Centre, we will advise your tutors. If you are sick for more than 2 days, you must see a doctor/nurse at the Wintec Health Services (located in A-Block). This is free if you take in your insurance documents.

您必须按时出席每一节课。如果您在新西兰生病，寄宿负责人可以联系怀卡托理工学院国际部工作人员，我们会及时告诉您学校老师。如果您连续生病超过 2 天请务必去看医生（校医务室在校区 A 楼），您的国际学生医疗保险会将医疗费用报销。

If your attendance is low, your school of study will contact us and you will need to come and see us to explain. If there is a reason of why you are not attending, we will try and help you (extra support in class, meet other students, personal issues). We will need to inform your parents about your low attendance and what we are doing to help you.

如果您的上课出勤率没有达到标准，学校的工作人员会联系国际部，您需要来国际部解释说明低出勤率的原因。我们会根据情况的不同提供给你不同的帮助。我们国际部的工作人员同时也会联系您在国内的家长，努力帮助您改善低出勤率的情况。

ATTENDANCE

出勤率

If your attendance does not improve, you will be issued a written warning from Wintec and may have your enrolment cancelled. If this happens, your student visa will be invalid, and you will need to return home immediately.

如果出勤率仍然没有提高，您将收到学校老师的警告信，或者严重情况是注销您的学籍。如果学籍被注销，您新西兰的国际学生签证将会被取消，您将面临被遣返回国。

Students who repeatedly fail to comply with Wintec rules, have low attendance in class and/or break the rules set by their accommodation may receive an official warning, be removed from their accommodation and can have their enrolment with Wintec cancelled.

对于屡次不遵守学校规定，出勤率低或者违反寄宿条例的学生，学校将给予警告处理，将其搬离指定寄宿住所并取消其学籍。

NON-DISCLOSURE OF ISSUES

未申报的身心问题

(Code of Practice for Pastoral Care of International Students Outcome 6: Safety & Wellbeing)

(《国际学生关爱辅导行业规则》结果六：安全和福祉)

For the safety of your son/daughter you must declare whether they have any medical or mental health conditions before enrolling at Wintec.

为确保您孩子的身心安全，您必须在学生入学前如实申报学生现有的任何身体或者精神问题。

This does not mean they will have their visa declined or they will not be enrolled. It simply means we will be able to better care for them. For example we will need to know if you son/daughter is taking medication regularly, so that Wintec Health Centre and/or other professional health services can offer the best suitable medical advice when needed. Please check that insurance covers these conditions before you enroll at Wintec.

这并不意味着申报后学生的签证会被拒签或者将不能入学。申报的目的仅仅是为了能让我们给您的孩子提供更好的帮助和支持服务。比如，我们需要知道学生是否需要定时/长期服用药物以及药物名称以便学校医务人员或者校外的医务人员在必需要时刻能提供最适宜的医疗帮助。请您在入学前仔细查询学生购买的保险是否报销现有的身心问题。

Parents please sign below

家长请在下面签字

I have read and understood the Under 18 guidelines and the Code of Practice for the Care of International Students.

确定我已经认真阅读并了解《18周岁以下未成年学生信息和准则》和《国际学生关爱辅导行业规则》

This has to be signed off by student's parents. 此处必须由学生父母签字。

Full name (家长全名): _____ Relationship to student: _____
(与学生关系)

Sign (签名) : _____ Date (日期): _____

Students please sign below

学生请在下面签字

I have read and understood the Under 18 guidelines and I agree to follow the rules.

确定我已经认真阅读并了解《18周岁以下未成年学生信息和准则》并承诺严格遵守以上相关准则。

Sign (签名) : _____ Date (日期): _____