

June 2020



Dear Parent/Caregiver

Thank you for your enquiry about enrolment at Mana College.

Mana College enrolments are controlled by an enrolment scheme which helps us to manage the growth of the school. This means that students who live in our zone are guaranteed acceptance if they choose to enrol with us. Please see our website for the Mana College Home Zone.

### Out of Zone Enrolments

Each year the board will determine the number of places which are likely to be available in the following year for the enrolment of students who live outside the home zone. The board will publish this information by notice in a daily or community newspaper circulating in the area served by the school. The notice will indicate how applications are to be made and will specify a date by which all applications must be received.

Priority for enrolment at Mana College is specified under the Education Act. Students are accepted in the following order of priority:

<b>First Priority</b>	Te Whare Ako / Service Academy
<b>Second Priority</b>	Will be given to applicants who are siblings of current students.
<b>Third Priority</b>	Will be given to applicants who are siblings of former students.
<b>Fourth Priority</b>	Will be given to applicants who are children of former students.
<b>Fifth Priority</b>	Will be given to applicants who are either a child of an employee of the board of the school or a child of a member of the board of the school.
<b>Sixth Priority</b>	Will be given to all other applicants.

### Year 9 2021 Enrolments

Enrolment applications for 2021 are now open. Enrolment interviews will commence in late August at a date to be advised. **Open Evening will be on Wednesday 22 July @ 6pm and we look forward to welcome you to Mana College**

All out of zone enrolment applications for **Year 9 2021** students **must** be received at Mana College by **Monday 27 July 2020** to be included in the ballot.

A ballot will be held on Friday 7th August 2020 to finalise enrolments. All applicants will be notified by Wednesday 12th August 2020.

Please note that if you're out of zone application is received after the closing date, it cannot be included in the ballot. Your application would then be added to the waiting list.

### Year 10-13 2021 Enrolments

All 2021 out of zone applications for enrolment for year 10-13 students **must** be received at Mana College by **Thursday 15th October 2020**.

If required a ballot for Year 10-13 students will be held Thursday 5th November 2020. Enrolment interviews for all successful students will take place after close-off.

**NOTE: We also require a verified copy of your child's birth certificate. We are able to photocopy the original if this is more convenient for you. If your son was born outside of New Zealand, we need to copy his Passport. We will also need proof of address for all In-Zone applications.**

Please contact our office if you require further information.

Yours sincerely

**John Murdoch**  
Principal  
Mana College