



**The National School
of Aesthetics**



The National School of Aesthetics
Student Handbook 2027
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About this document

You should have a copy of this document saved in a safe space on your laptop or another device while you are studying with us. We review some of this information at Orientation.

We do not automatically give you a printed copy of this book. If you require a printed copy, please let us know. You will need to pay for a copy before we print and assemble it for you.

The 2027 version of this Student Handbook has been significantly revised. In this version of the Handbook, we direct you to the corresponding part of our Web site.

After your course kōrero

If you would like to enrol in person...	Please make an appointment with us.
If you decide <u>not</u> to enrol...	Please let us know ASAP. This gives others the chance to enrol in the place you are giving up.
If you are enrolled and wish to withdraw (even before starting your programme)...	You must fill out the Withdrawal Form and turn it in to us ASAP.

Definition of terms we use

We use a lot of different terms in this handbook, on our Web site and in your enrolment documentation. For more information, see:

- nasa.co.nz/info/definition-of-terms

Absolute Aesthetics

We run a student clinic for our students to practice on members of the public. See:

- **Beauty therapy:** Absolute Aesthetics: nasa.co.nz/clinic/
 - **Nail technology:** Speak with your tutor for more information as details may vary intake to intake.
-

Academic integrity

We expect you to be honest and have integrity in all aspects of your academic work and performances with us. See:

- nasa.co.nz/students/during-your-course/academic-integrity/
-

Accommodation

You may be moving away from home when you come to study with us. While we're not able to cover every single option, we've listed some:

- Accommodation providers
- Accommodation search portals
- Information about flatting

For more information, see:

- nasa.co.nz/students/starting-your-course/accommodation/

Application and enrolment

Learn what you need to have to apply, how to apply, about meeting with us to discuss your goals and aspirations, and how to finalise your enrolment.

Enrolment policy and procedure

The stages of enrolment at The National School of Aesthetics. See:

- nasa.co.nz/enrol/enrolment-procedure/

Entry requirements

You must meet certain requirements to be eligible to enrol in one of our programmes.

Entry requirements for all programmes

You need to meet these requirements to enrol in any programme at The National School of Aesthetics:

- nasa.co.nz/enrol/entry-requirements/#entry-requirements-for-programmes

Special entry requirements for specific programmes

Some programmes have further entry requirements:

- nasa.co.nz/enrol/entry-requirements/#special-entry-requirements-for-specific-programmes

English language requirements for international students

If English is not your native language, you may need to meet NZQA's English language requirements for us to consider you for enrolment. For the requirements, see:

- nasa.co.nz/enrol/entry-requirements/#english-language-requirements

Refusal of Application or Enrolment, and Termination of Enrolment

In very rare cases, we may refuse your application or enrolment, or may terminate your enrolment. See:

- nasa.co.nz/enrol/entry-requirements/#refusal-of-application-or-enrolment-and-termination-of-enrolment

Your application

The first step in the enrolment procedure: what to submit and what supporting documents you'll need. See:

- **Your Application page on our Web site:** nasa.co.nz/enrol/application/
- **Launchpad: our online application portal:** launchpad.nasa.co.nz/
- **Application forms on our Web site:** nasa.co.nz/downloads/#application-forms

Recognition of prior learning

If eligible, how we can assess your prior learning, including credit transfer and cross-crediting, and how much credit you can receive toward your programme. *Please note: assessment of prior learning **must** take place **after** applying but **before** enrolment.* For further information, see:

- nasa.co.nz/enrol/recognition-of-prior-learning/

Withdrawing your application

This is when you unfortunately need to withdraw **your application (before enrolment)**. See:

- nasa.co.nz/enrol/application/#withdrawing-your-application

Your course kōrero

You'll meet with us to talk about your goals and aspirations, and we can share our expectations of you while you're studying with us. This is the second step in the enrolment procedure. See:

- nasa.co.nz/enrol/course-korero/

The course kōrero presentation

Before you attend your course kōrero, we ask you watch this online presentation where we cover some important topics so your meeting with us can be more focussed on you. See:

- nasa.co.nz/enrol/interview-presentation/

Your enrolment

The final step in the enrolment process. You're almost there! This section covers what's required to complete your enrolment. See:

- nasa.co.nz/enrol/enrolment/

Terms and conditions of your enrolment

The terms and conditions that apply to your enrolment with us can be found here:

- nasa.co.nz/enrol/terms-and-conditions-of-enrolment/

Withdrawing your enrolment

This is when you unfortunately need to withdraw **your enrolment (after enrolment even if you have not started your programme yet)**. See:

- nasa.co.nz/withdraw/

Approved leave

How to apply for a planned absence

- nasa.co.nz/students/during-your-course/absenteeism/#planned-absences
-

Assessments

The types of formal and informal assessments you'll complete, approximate number of how many are required, and what happens with extensions, missed assessments, and failed assessments.

- nasa.co.nz/students/assessments/

Grades allocation

Learn how we work out your grades and allocate marks on our Web site here:

- nasa.co.nz/students/assessments/grades-allocation/

Attendance requirements

The standard of attendance we require from our students.

- nasa.co.nz/students/assessments/attendance/

Daily assessments (performance)

Every day, we assess you in several areas around your performance. These are called daily assessments. Learn more here:

- nasa.co.nz/students/assessments/assessments/#daily-assessments

Formal assessments

The assessments that count towards your final grade. See:

- nasa.co.nz/students/assessments/assessments/

Case studies

What's required for your case studies – a type of assessment – in your programme. See:

- nasa.co.nz/students/assessments/case-studies/

Portfolio entries

What's required for your portfolio – a type of assessment – in your nail technology programme:

- nasa.co.nz/students/assessments/case-studies/

International examinations

- nasa.co.nz/students/assessments/international-examinations/

Attendance and absenteeism

Absenteeism

Information around absenteeism limits, planned absences, medical absences and bereavement.

Please note:

- *Every day absent is counted against your time off, no matter the reason why, except bereavement.*
- *You must report in away every day you will not be in class unless other arrangements have been made, e.g. you are away overseas.*

For more information, please see:

- nasa.co.nz/students/during-your-course/absenteeism/

Maximum days you can miss per programme

The maximum days a student can miss in their programme until it is exceeded

- nasa.co.nz/students/during-your-course/absenteeism/#maximum-days-you-can-miss-per-programme

Exceeding absenteeism allowance

What happens if a student exceeds their absenteeism allowance

- nasa.co.nz/students/during-your-course/absenteeism/#exceeding-absenteeism-allowance

Not reporting absenteeism

What happens if you don't report your absenteeism as required

- nasa.co.nz/students/during-your-course/absenteeism/#not-reporting-absenteeism

Examples of acceptable, sometimes acceptable and not acceptable reasons for absenteeism

Examples of reasons for absenteeism that are acceptable or not acceptable

- nasa.co.nz/students/during-your-course/absenteeism/#examples-of-acceptable-sometimes-acceptable-and-not-acceptable-reasons-for-absenteeism

Planned absences

How to apply for a planned absence

- nasa.co.nz/students/during-your-course/absenteeism/#planned-absences

Medical leave and medical certificates

When you are away from class due to medical reasons and need to supply a medical certificate. See:

- nasa.co.nz/students/during-your-course/absenteeism/#absenteeism-due-to-medical-reasons

Bereavement

When you are away from class due to a bereavement. See:

- nasa.co.nz/students/during-your-course/absenteeism/#absenteeism-due-to-bereavement

Attendance requirements

The standard of attendance we require from our students.

- nasa.co.nz/students/assessments/attendance/
-

Behavioural guidelines

We expect a certain standard of behaviour from you while you study with us. On this page, we discuss these guidelines, disciplinary actions, student action plans and harassment and bullying:

- nasa.co.nz/students/during-your-course/behavioural-guidelines/

Bullying

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#harassment-and-bullying

Disciplinary actions

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#disciplinary-actions

Harassment

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#harassment-and-bullying

Student action plans

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#student-action-plans
-

Bereavement

When you are away from class due to a bereavement. See:

- nasa.co.nz/students/during-your-course/absenteeism/#absenteeism-due-to-bereavement
-

Bullying and harassment

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#harassment-and-bullying

Case studies

What's required for your case studies – a type of assessment – in your programme. See:

- nasa.co.nz/students/assessments/case-studies/
-

Certificates and diplomas

How and when you'll receive your certificate or diploma, including if you can't attend graduation. See:

- nasa.co.nz/students/finishing-your-course/certificates-and-diplomas/
-

Christchurch, New Zealand

General information about Christchurch to help you get oriented, whether you're relocating from overseas or somewhere else in New Zealand. See:

- nasa.co.nz/info/christchurch/
-

Clinic day

We run a student clinic for our students to practice on members of the public. See:

- **Beauty therapy:** Absolute Aesthetics: nasa.co.nz/clinic/
 - **Nail technology:** Speak with your tutor for more information as details may vary intake to intake.
-

The Code of Practice – The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 and Subsequent Amendments

The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 and its subsequent amendments provides guidelines and requirements for training establishments to follow when dealing with international students.

You can find a copy of the Code of Practice on the NZQA Web site at www2.nzqa.govt.nz/tertiary/the-code/

Complaints

We discuss various types of feedback and complaints and the processes you should use if you have feedback or a complaint. See:

- nasa.co.nz/complaints/
-

Course / component descriptions

Documents listing what each course (component) in your programme covers.

New Zealand Certificate in Beauty Therapy

- nasa.co.nz/courses/beauty-therapy-course/#courses-in-the-new-zealand-certificate-in-beauty-therapy-programme

New Zealand Certificate in Nail Technology

- nasa.co.nz/courses/nail-technology-course/#courses-in-the-new-zealand-certificate-in-nail-technology-programme

New Zealand Diploma in Beauty Therapy

- nasa.co.nz/courses/beauty-therapy-course/#courses-in-the-new-zealand-diploma-in-beauty-therapy-programme
-

Course fees and withdrawal dates

Documents listing the individual fees for each course (component) in each programme and the withdrawal dates up to which a student may be eligible for a refund.

Note: you pay for your entire programme fees, not course by course. For information on the starting and finishing dates of your programme, and your programme fees, see the corresponding programme page on our Web site.

See:

- nasa.co.nz/downloads/#course-fees-and-withdrawal-dates

Daily assessments and performance

Every day, we assess you in several areas around your performance. These are called daily assessments. Learn more here:

- nasa.co.nz/students/assessments/assessments/#daily-assessments
-

Days off (holidays)

We have statutory holidays and term breaks off.

Please note: Starting and finishing dates of each term may not be the starting or finishing dates for your programme.

Find out exact dates on our Web site:

- nasa.co.nz/students/during-your-course/school-terms-important-dates-and-holidays/
-

Disciplinary actions

Where a student commits a serious breach, or continuous breaches, of ethics, rules or expected behaviours, they may face disciplinary actions. See:

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#disciplinary-actions
-

English language requirements

If English is not your native language, you may need to meet NZQA's English language requirements for us to consider you for enrolment. For the requirements, see:

- nasa.co.nz/enrol/entry-requirements/#english-language-requirements
-

Enrolment

The final step in the enrolment process. You're almost there! This section covers what's required to complete your enrolment. See:

- nasa.co.nz/enrol/enrolment/

Entry requirements

You must meet certain requirements to be eligible to enrol in one of our programmes.

Entry requirements for all programmes

You need to meet these requirements to enrol in any programme at The National School of Aesthetics:

- nasa.co.nz/enrol/entry-requirements/#entry-requirements-for-programmes

Special entry requirements for specific programmes

Some programmes have further entry requirements:

- nasa.co.nz/enrol/entry-requirements/#special-entry-requirements-for-specific-programmes

English language requirements for international students

If English is not your native language, you may need to meet NZQA's English language requirements for us to consider you for enrolment. For the requirements, see:

- nasa.co.nz/enrol/entry-requirements/#english-language-requirements

Refusal of Application or Enrolment, and Termination of Enrolment

In very rare cases, we may refuse your application or enrolment, or may terminate your enrolment. See:

- nasa.co.nz/enrol/entry-requirements/#refusal-of-application-or-enrolment-and-termination-of-enrolment
-

Equal Opportunities Statements

Here are links to our equal opportunities statements.

- **Equal Opportunity Study Statement:** nasa.co.nz/enrol/entry-requirements/#equal-opportunity-study-statement
 - **Equal Opportunity Employment Statement:** nasa.co.nz/info/who-we-are/#equal-opportunity-employment-statement
-

Ethics

Our Code of Ethics is a cornerstone document we follow, and when in training and in the industry, you'll be expected to follow ethical guidelines. See:

- nasa.co.nz/info/who-we-are/#our-code-of-ethics

Extra expenses

Extra expenses are costs beyond your programme fees: things like uniforms, books, and other item. Find out what extra expenses you have and when you will need them by here:

- nasa.co.nz/students/starting-your-course/extra-expenses/

Relevant individual sections include:

How do you pay for your extra expenses?

- nasa.co.nz/students/starting-your-course/extra-expenses/#how-do-you-pay

Accommodation

- nasa.co.nz/students/starting-your-course/accommodation/

Your books

- nasa.co.nz/students/starting-your-course/extra-expenses/#your-books

Your computer or laptop

- nasa.co.nz/students/starting-your-course/extra-expenses/#your-computer-or-laptop

Your consumables and implements

- nasa.co.nz/students/starting-your-course/extra-expenses/#your-consumables-and-implements

Your workplace first aid certificate

- nasa.co.nz/students/starting-your-course/extra-expenses/#your-workplace-first-aid-certificate

International examinations

- nasa.co.nz/students/starting-your-course/extra-expenses/#international-examinations

Your linen kit

- nasa.co.nz/students/starting-your-course/extra-expenses/#your-linen-kit

Other required extra expenses

- nasa.co.nz/students/starting-your-course/extra-expenses/#other-required-extra-expenses

Your uniform

- nasa.co.nz/students/starting-your-course/extra-expenses/#your-uniform

When you need these extra expenses by

- nasa.co.nz/students/starting-your-course/extra-expenses/#when-you-need-your-extra-expenses-by

Special notes on extra expenses

- nasa.co.nz/students/starting-your-course/extra-expenses/#special-notes-on-extra-expenses
-

Feedback

We discuss various types of feedback and complaints and the processes you should use if you have feedback or a complaint. See:

- nasa.co.nz/complaints/
-

First aid certificates

All students are required to have a current workplace first aid certificate while studying with us; this is an NZQA requirement of all the qualifications we offer. For information on acceptable types of workplace first aid certificates and where to get them, see:

- nasa.co.nz/students/starting-your-course/your-first-aid-certificate/
-

Grades allocation

Learn how we work out your grades and allocate marks on our Web site here:

- nasa.co.nz/students/assessments/grades-allocation/

Graduation and beyond

You've finished your programme, so let's talk about your graduation and your future.

Your certificates and diplomas

How and when you'll receive your certificate or diploma, including if you can't attend graduation.
See:

- nasa.co.nz/students/finishing-your-course/certificates-and-diplomas/

Graduation

We discuss aspects of your graduation here:

- nasa.co.nz/students/finishing-your-course/graduation/

After graduation

Need a reference? Looking for advice on product for your clinic? There's more information about how we can help after you've graduated here:

- nasa.co.nz/students/finishing-your-course/after-graduation/
-

Holidays (days off)

We have statutory holidays and term breaks off.

Please note: Starting and finishing dates of each term may not be the starting or finishing dates for your programme.

Find out exact dates on our Web site:

- nasa.co.nz/students/during-your-course/school-terms-important-dates-and-holidays/
-

Important dates

We have statutory holidays and term breaks off as well as important due dates when certain documents or things are due.

Please note: Starting and finishing dates of each term may not be the starting or finishing dates for your programme.

Find out exact dates on our Web site:

- nasa.co.nz/students/during-your-course/school-terms-important-dates-and-holidays/

Important things to remember while studying

There's a few administrative things you need to stay on top of while studying with us, like updating your contact or medical details, cell phone use on campus, and so on. Learn more:

- nasa.co.nz/students/during-your-course/important-things-to-remember/
-

International exams and qualifications

Learn more about ITEC, how they work and what to expect from international exams.

International examination systems and qualifications

- nasa.co.nz/info/international-examination-systems/

International examinations

- nasa.co.nz/students/assessments/international-examinations/

International students

Code of Practice for International Students – The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 and Subsequent Amendments

The Code

The Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 and its subsequent amendments provides guidelines and requirements for training establishments to follow when dealing with international students.

You can find a copy of the Code of Practice on the NZQA Web site at www2.nzqa.govt.nz/tertiary/the-code/

Code Statement

Code

The National School of Aesthetics has agreed to observe and be bound by the Education (Pastoral Care of Tertiary and International Learners) Code of Practice 2021 and its subsequent amendments, published by the Minister of Education and NZQA. The Code is available from the NZQA Web site at www2.nzqa.govt.nz/tertiary/the-code/

Immigration

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

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 the ACC website at www.acc.co.nz

Medical and Travel Insurance

International students (including group students) must have appropriate and current medical and travel insurance while in New Zealand.

Our NZQA External Evaluation and Review (EER) Status

The New Zealand Qualifications Authority (NZQA) conducts external evaluations and reviews (EERs) on tertiary education organisations in New Zealand. For previous and current EER information, please see our Organisations page on the NZQA Web site here:

www.nzqa.govt.nz/providers/details.do?providerId=860154001

English language requirements for international students

If English is not your native language, you may need to meet NZQA's English language requirements for us to consider you for enrolment. For the requirements, see:

- nasa.co.nz/enrol/entry-requirements/#english-language-requirements

Pastoral care team

The following operations team members deal with various aspects of pastoral care of international students:

Paula Conant

Admissions and Enrolment

DDI: +64 3 961 2878

Cell: +64 22 137 0749

paula.conant@nasa.co.nz

Denise Jones

Campus manager

DDI: +64 3 595 1165

Cell: +64 27 447 8728

denise.jones@nasa.co.nz

Scott Fack

Director of Operations

DDI: +64 3 961 2879

Cell: +64 29 351 3666

scott.fack@nasa.co.nz

Student visas and permits

International students need a student visa and student permit to study in New Zealand. Find out more here:

- nasa.co.nz/international-students/student-visas-and-permits/

Travel and medical insurance

International students also need travel insurance and medical insurance. Learn more about the requirements and some appropriate insurance companies here:

- nasa.co.nz/international-students/medical-and-travel-insurance/

Adjusting to life in New Zealand

Studying in a different country can be a bit daunting. Here are some of the topics we cover on our Web page to help you adjust.

Culture shock

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#culture-shock

Money and banking

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#money-and-banking

Using the phone and external contacts

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#using-the-phone

Driving in New Zealand

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#driving-in-new-zealand

Road safety

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#road-safety

Alcohol, tobacco, recreational drugs and gambling

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#alcohol-tobacco-recreational-drugs-and-gambling

Appropriate behaviour

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#appropriate-behaviour

Let us know if you need more help

- nasa.co.nz/international-students/adjusting-to-life-in-new-zealand/#let-us-know-if-you-need-more-help

Learning and studying

It's really important you learn and study the best way for you. Learn how to structure your study routine and spaces, how to work in study groups, your efforts and staying well while you study.

Required hours inside and outside of class

You are expected to complete a certain number of hours both inside and outside of class. For more information, see:

- nasa.co.nz/students/during-your-course/learning-and-studying/#general-information-about-your-programme-and-your-study

Your study routine

Establishing a good study routine is critical to your success. For more, see:

- nasa.co.nz/students/during-your-course/learning-and-studying/#your-study-routine

Your study spaces

How you set up the areas where you study can be very important to make sure you get the most out of your study. See:

- nasa.co.nz/students/during-your-course/learning-and-studying/#your-study-spaces

Your study groups

You don't have to do this alone if you don't want to. Set up study groups with your classmates. See:

- nasa.co.nz/students/during-your-course/learning-and-studying/#your-study-groups

Your efforts

Keep on top of your studies the best you can. See:

- nasa.co.nz/students/during-your-course/learning-and-studying/#your-efforts

Physical and mental wellbeing while studying

It's important to take a whole-body approach to learning and studying. See:

- nasa.co.nz/students/during-your-course/student-welfare/#physical-and-mental-wellbeing-while-studying

Keeping communication open and flowing

If something is going on in your life that might be keeping you from doing your best, let us know. See:

- nasa.co.nz/students/during-your-course/learning-and-studying/#keep-communication-open-and-flowing

Keep learning

Learning is a lifelong journey. Learn more:

- nasa.co.nz/students/during-your-course/learning-and-studying/#keep-learning

Health and safety

Your health and safety, and the health and safety of those around you, is important. See:

- nasa.co.nz/students/during-your-course/student-welfare/#health-and-safety

Healthy study habits

Healthy study habits are important to form and nurture so you get the best out of your time devoted to studying. For more, see:

- nasa.co.nz/students/during-your-course/student-welfare/#healthy-study-habits
-

Maximum days off

The maximum days a student can miss in their programme until it is exceeded

- nasa.co.nz/students/during-your-course/absenteeism/#maximum-days-you-can-miss-per-programme
-

Medical leave and medical certificates

When you are away from class due to medical reasons and need to supply a medical certificate. See:

- nasa.co.nz/students/during-your-course/absenteeism/#absenteeism-due-to-medical-reasons
-

Need immediate help?

If you or someone is in immediate danger, call 111. We also have two areas on our Web site where you can access contacts to organisations who may be able to help in time-critical but not immediately dangerous situations. See:

- **Need immediate help?** nasa.co.nz/students/during-your-course/student-welfare/#need-immediate-help
- **Support agencies outside NaSA:** nasa.co.nz/students/during-your-course/student-support/#support-from-outside-the-national-school-of-aesthetics

Orientation

Orientation is the way we help you understand our culture and how we operate. We currently hold about four orientation sessions (one online, the rest in person in class). The online orientation presentation is here:

- nasa.co.nz/students/during-your-course/orientation-presentation/
-

Our programmes

Learn more about the programmes we offer:

- nasa.co.nz/courses/
-

Our team

Who's who at The National School of Aesthetics, including our organisational chart, can be found here:

- nasa.co.nz/info/our-team/
-

Planned absences

How to apply for a planned absence

- nasa.co.nz/students/during-your-course/absenteeism/#planned-absences
-

Portfolio

What's required for your portfolio – a type of assessment – in your nail technology programme:

- nasa.co.nz/students/assessments/case-studies/
-

Programmes

Learn more about the programmes we offer:

- nasa.co.nz/courses/

Programme extensions

In rare cases, we may be able to extend your programme for a certain period of time. To learn about when a student is eligible for a programme extension and how to apply for one, see:

- nasa.co.nz/students/during-your-course/programme-extensions/

Programme fees

Programme fees by programme

In 2027, our programme fees are:

Programme	Domestic fee	International fee
New Zealand Certificate in Beauty Therapy	\$13,193	\$26,034
New Zealand Certificate in Nail Technology <i>6 months in class, 6 months portfolio work version</i>	\$9,236	Not available
New Zealand Diploma in Beauty Therapy <i>70 credit RPL version</i>	\$7,700	\$15,186

Ways to pay for your programme

For information on how to pay for your programme fees and extra expenses, see:

- nasa.co.nz/students/starting-your-course/fees-and-funding/

How you can pay

- nasa.co.nz/students/starting-your-course/fees-and-funding/#how-do-you-pay

About programme fees

- nasa.co.nz/students/starting-your-course/fees-and-funding/#programme-fees

Student loans and allowances

Student loans are available to most students who meet Government eligibility requirements. A student loan can pay for programme fees, some extra expenses and help with the cost of living while studying. Students must pay a student loan back.

For more information, see:

- **Student loans and allowances on our Web site:** nasa.co.nz/students/starting-your-course/fees-and-funding/#student-loans-and-allowances
- **StudyLink Web site:** www.studylink.govt.nz

Training Incentive Allowance (TIA)

Students who are receiving certain types of assistance through Work and Income (WINZ) may be eligible for a Training Incentive Allowance (TIA) to pay for extra expenses and other items. Students generally are not required to pay a TIA back.

For more information, see:

- **Training Incentive Allowance on our Web site:** nasa.co.nz/students/starting-your-course/fees-and-funding/#training-incentive-allowance
- **Work and Income New Zealand Web site:** www.workandincome.govt.nz

Programme starting and finishing dates

2027 programme starting and finishing dates

February 2027 programmes

Programme	Starts	Finishes
New Zealand Certificate in Beauty Therapy	1 Feb 2027	17 Dec 2027
New Zealand Certificate in Nail Technology <i>6 months in class, 6 months portfolio work version</i>	1 Feb 2027	17 Dec 2027
New Zealand Diploma in Beauty Therapy <i>70 credit RPL version</i>	18 Jan 2027	18 Jun 2027

July 2027 programmes

Programme	Starts	Finishes
New Zealand Certificate in Beauty Therapy	19 Jul 2027	16 Jun 2028
New Zealand Certificate in Nail Technology <i>6 months in class, 6 months portfolio work version</i>	19 Jul 2027	16 Jun 2028
New Zealand Diploma in Beauty Therapy <i>70 credit RPL version</i>	19 Jul 2027	17 Dec 2027

2028 programme starting and finishing dates

To be finalised in late 2027

February 2028 programmes

Programme	Starts	Finishes
New Zealand Certificate in Beauty Therapy	8 Feb 2028*	22 Dec 2028
New Zealand Certificate in Nail Technology <i>6 months in class, 6 months portfolio work version</i>	8 Feb 2028*	22 Dec 2028
New Zealand Diploma in Beauty Therapy <i>70 credit RPL version</i>	17 Jan 2028	17 Jun 2028

* As Monday, 7 February 2028 is a statutory holiday, classes will start on Monday, 8 February 2028.

July 2028 programmes

Programme	Starts	Finishes
New Zealand Certificate in Beauty Therapy	24 Jul 2028	TBD
New Zealand Certificate in Nail Technology <i>6 months in class, 6 months portfolio work version</i>	24 Jul 2028	TBD
New Zealand Diploma in Beauty Therapy <i>70 credit RPL version</i>	24 Jul 2028	22 Dec 2028

Recognition of prior learning

If eligible, how we can assess your prior learning, including credit transfer and cross-crediting, and how much credit you can receive toward your programme.

*Please note: assessment of prior learning **must** take place **after** applying but **before** enrolment.*

For further information, see:

- nasa.co.nz/enrol/recognition-of-prior-learning/

Refunds

How our refund policy works if you withdraw from your programme. See:

- **Refund policy:** nasa.co.nz/withdraw/#refund-policy
- **Course fees and withdrawal dates:** nasa.co.nz/downloads/#course-fees-and-withdrawal-dates

Rules and regulations

The rules and regulations explain various requirements we have of students and some policies and procedures listed too.

- **An overview of our rules and regulations:** nasa.co.nz/students/during-your-course/rules-and-regulations/
- **The current rules and regulations (downloadable):** nasa.co.nz/downloads/#rules-and-regulations

School terms, important dates and holidays

We operate during school terms. We also have set deadlines for certain things, and we take public holidays off.

Please note: Starting and finishing dates of each term may not be the starting or finishing dates for your programme.

Find out exact dates on our Web site:

- nasa.co.nz/students/during-your-course/school-terms-important-dates-and-holidays/

School term dates 2027

Term	Starts	Finishes
Term 1	Monday, 18 January 2027	Friday, 9 April 2027
Term 2	Tuesday, 27 April 2027	Friday, 2 July 2027
Term 3	Monday, 19 July 2027	Friday, 24 September 2027
Term 4	Monday, 11 October 2027	Friday, 17 December 2027

School term dates 2028

Term	Starts	Finishes
Term 1	Monday, 17 January 2028	Thursday, 13 April 2028
Term 2	Monday, 1 May 2028	Friday, 7 July 2028
Term 3	Monday, 24 July 2028	Friday, 29 September 2028
Term 4	Monday, 16 October 2028	Friday, 22 December 2028

Student allowances

Student allowances may be available to some students who meet Government eligibility requirements. A student allowance pays a regular allowance to help with the cost of living while studying. Students generally do not need to pay a student allowance back.

For more information, see:

- **Student loans and allowances on our Web site:** nasa.co.nz/students/starting-your-course/fees-and-funding/#student-loans-and-allowances
 - **StudyLink Web site:** www.studylink.govt.nz
-

Student loans

Student loans are available to most students who meet Government eligibility requirements. A student loan can pay for programme fees, some extra expenses and help with the cost of living while studying. Students must pay a student loan back.

For more information, see:

- **Student loans and allowances on our Web site:** nasa.co.nz/students/starting-your-course/fees-and-funding/#student-loans-and-allowances
 - **StudyLink Web site:** www.studylink.govt.nz
-

Student support

The potential support options available from inside and outside The National School of Aesthetics. *Please note: our team is small due to being a niche private training establishment, so students who need support may need to seek it outside the school.*

Support from within The National School of Aesthetics

What each division can help you with

What either one of our divisions can help you with.

- nasa.co.nz/students/during-your-course/student-support/#what-each-division-can-help-you-with

Additional tuition and guidance

Any additional support our teaching team can give you.

- nasa.co.nz/students/during-your-course/student-support/#additional-tuition-and-assistance

Peer study groups

You don't have to do this alone if you don't want to. Set up study groups with your classmates. See:

- nasa.co.nz/students/during-your-course/learning-and-studying/#your-study-groups

Student wellbeing checks

Members of our education team have one-on-one student wellbeing checks. Learn more:

- nasa.co.nz/students/during-your-course/student-support/#student-wellbeing-checks

Meeting with a team member

Sometimes you need to meet with a team member one-on-one. See:

- nasa.co.nz/students/during-your-course/student-support/#meeting-with-a-team-member

Student action plans

- nasa.co.nz/students/during-your-course/behavioural-guidelines/#student-action-plans

Student council

A small group of students from each class and programme who meet with our team to discuss any issues pertinent to the student body.

- nasa.co.nz/students/during-your-course/student-support/#student-council

Students with disabilities, medical conditions and / or learning conditions

Some information on how we can help students with certain conditions.

Please note: our team is small due to being a niche private training establishment, so students who need support may need to seek it outside the school.

For more information, please see:

- nasa.co.nz/students/starting-your-course/students-with-disabilities-medical-conditions-and-learning-conditions/

Support from outside The National School of Aesthetics

If you or someone is in immediate danger, call 111. We also have two areas on our Web site where you can access contacts to organisations who may be able to help in time-critical but not immediately dangerous situations. See:

- **Need immediate help?** nasa.co.nz/students/during-your-course/student-welfare/#need-immediate-help
- **Support agencies outside NaSA:** nasa.co.nz/students/during-your-course/student-support/#support-from-outside-the-national-school-of-aesthetics

Student welfare

Student welfare is how you can help keep yourself healthy and well in a holistic way while you are studying with us.

Physical and mental wellbeing while studying

It's important to take a whole-body approach to learning and studying. See:

- nasa.co.nz/students/during-your-course/student-welfare/#physical-and-mental-wellbeing-while-studying

Health and safety

Your health and safety, and the health and safety of those around you, is important. See:

- nasa.co.nz/students/during-your-course/student-welfare/#health-and-safety

Keeping safe

It is important that you keep yourself as safe as you can be when you are out and about. See:

- nasa.co.nz/students/during-your-course/student-welfare/#keeping-safe

Healthy study habits

Healthy study habits are important to form and nurture so you get the best out of your time devoted to studying. For more, see:

- nasa.co.nz/students/during-your-course/student-welfare/#healthy-study-habits

Need immediate help?

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- **Need immediate help?** nasa.co.nz/students/during-your-course/student-welfare/#need-immediate-help
- **Support agencies outside NaSA:** nasa.co.nz/students/during-your-course/student-support/#support-from-outside-the-national-school-of-aesthetics

Student wellbeing meetings

Members of our education team have one-on-one student wellbeing checks. Learn more:

- nasa.co.nz/students/during-your-course/student-support/#student-wellbeing-checks

Students with disabilities, medical conditions and / or learning conditions

Some information on how we can help students with certain conditions.

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For more information, please see:

- nasa.co.nz/students/starting-your-course/students-with-disabilities-medical-conditions-and-learning-conditions/
-

Training Incentive Allowance

Students who are receiving certain types of assistance through Work and Income (WINZ) may be eligible for a Training Incentive Allowance (TIA) to pay for extra expenses and other items. Students generally are not required to pay a TIA back.

For more information, see:

- **Training Incentive Allowance on our Web site:** nasa.co.nz/students/starting-your-course/fees-and-funding/#training-incentive-allowance
 - **Work and Income New Zealand Web site:** www.workandincome.govt.nz
-

Uniform, appearance and personal hygiene

Our uniform and appearance standards and the personal hygiene standards you're expected to maintain. See:

- nasa.co.nz/students/during-your-course/uniform-and-hygiene/
-

Who we are

The purpose, mihi, and code of ethics of The National School of Aesthetics. To find out more about who we are, see:

- nasa.co.nz/info/who-we-are/

Withdrawal

How to withdraw your application or from your programme if you unfortunately need to.

- **Withdraw your application (before enrolment):** nasa.co.nz/enrol/application/#withdrawing-your-application
 - **Withdraw from your programme (after enrolment, even if you haven't started the programme yet):** nasa.co.nz/withdraw/
-

Working with clients and models

You'll be expected to work with clients and models, including on clinic day and for some assessments. Find out more here:

- nasa.co.nz/students/during-your-course/working-with-clients-and-models/
-

Workplace first aid certificate

All students are required to have a current workplace first aid certificate while studying with us; this is an NZQA requirement of all the qualifications we offer. For information on acceptable types of workplace first aid certificates and where to get them, see:

- nasa.co.nz/students/starting-your-course/your-first-aid-certificate/
-

Your first day

What to wear on your first day, what to bring with you, how to get to school, and what to expect on your first day: we cover that all on our Web site.

- **What to wear, what to bring, what we do on the first day:** nasa.co.nz/students/starting-your-course/your-first-day/
- **Getting to school:** nasa.co.nz/students/starting-your-course/getting-to-school/