



Qualification by Experience application  
**Barbering, beauty, and hairdressing - Level 4**

I am applying for a qualification in **(tick one option)**:  Barbering  Beauty therapy  Hairdressing

Your details

First names																								
Current last name													Previous last name											
Physical address																								
City																			Post code					
Cellphone																			Work phone					
E-mail address																								
Date of birth	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	NZQA Number (NSI or NSN)													
Gender	<input type="checkbox"/> Male		<input type="checkbox"/> Female		What is your employment status?												<input type="checkbox"/> Employer		<input type="checkbox"/> Employee					
Ethnic group (select any two that apply)	<input type="checkbox"/> Maori		<input type="checkbox"/> Pasifika		<input type="checkbox"/> NZ Pakeha		<input type="checkbox"/> European		<input type="checkbox"/> Other		<input type="text"/>													
I am	<input type="checkbox"/> a New Zealand Citizen		<input type="checkbox"/> a New Zealand Permanent Resident						<input type="checkbox"/> here on a work visa															
Is English your second language?	<input type="checkbox"/> Yes		<input type="checkbox"/> No																					
Do you have a disability that will affect learning?	<input type="checkbox"/> Yes		<input type="checkbox"/> No		If yes, please explain?												<input type="text"/>							

**IMPORTANT:** We will send all materials to the address provided above unless you request to have them emailed to you by ticking the box below.

Please email all my materials to the email address provided

How did you hear about this programme?

<input type="checkbox"/> I spoke to someone from HITO on the phone	<input type="checkbox"/> I visited the HITO website	<input type="checkbox"/> I saw a post on Facebook
<input type="checkbox"/> A HITO Liaison visited my place of work	<input type="checkbox"/> I saw a post on Instagram	

Business details

Business owner																								
Business name																								
Business address																								
																			Post Code					
Business phone																			Cellphone					
E-mail address																								

If you are an employee, you must have a signed employment agreement. Do you have one?  Yes  No

You are welcome to add a support person to your account. This person can discuss your training with HITO. Please call (04) 499 1180 or email [info@hito.org.nz](mailto:info@hito.org.nz) to add a support person to your account.

Tick the option that best suits your experience. Only tick **one option**. If you are on a work visa, you must select the work visa option.

- Option I:** 5-10 years' experience as a hairdresser/3-5 years experience as a barber/5+ years experience as a beauty therapist **(\$990)\*\***
- Option II:** 10-15 years' experience as a hairdresser **(\$750)**/5-10 years' experience as a barber**(\$650)\*\***
- Option III:** More than 15 years' experience as a hairdresser **(\$650)**/More than 10 years' experience as a barber **(\$450)\*\***
- Option IV:** ipsn or recognised international qualification in: hairdressing **(\$650)**/barbering **(\$450)**/beauty therapy **(\$450)\*\***
- Option V:** I am a hairdresser or barber on a work visa **(\$2000)**

\* Please check if your qualifications are recognised before applying for this category

\*\* Experience includes time at a school and/or working in a commercial barbershop/clinic/salon



## Payments

- You must pay all your fees upfront when you apply.
- You may pay by direct credit at **WESTPAC BANK 03-0502-0096479-00**. Make the reference for the transaction your name.
- You may pay by credit card (we don't accept American Express) by calling Accounts on (04) 499 1180.
- HITO reserves the right to adjust these fees during the course of the training agreement.
- HITO fees are not refundable. You must complete your qualification within 6 months or you will need to reapply and pay in full again.
- You receive one free resit as part of your fee payment.

Payment method

Direct Credit

Credit card

## Document checklist and ID proofs

You must provide all the relevant documents before we can process your application

Document	Do I need to provide this?
Proof of experience	All applicants need to provide this, unless you are applying under the international/ipsn category. A CV is suitable proof. Applicants on a work visa also need to provide references from past employers and certificates from courses attended.
Workplace Health and Safety plan	All applicants need to provide this, unless you are applying under the international/ipsn category.
Written references	If you are a hairdresser with less than 15 years' experience, a barber with less than 10 years' experience, or a beauty therapist with no international qualification, you must provide two written references. If you are here on a work visa, you must provide a reference from your current employer.
Copy of work visa	If you are here on a work visa, you must provide this along with a copy of your passport.
Copy of valid ID	If you are a New Zealand Citizen or Permanent Resident <b>and</b> you are an employee in a business, you need to provide proof of your identity. That proof can be either a copy of your current New Zealand passport <b>or</b> a copy of your New Zealand Birth Certificate/ New Zealand Citizenship Certificate <b>and</b> a copy of your New Zealand Driver's License. If you do not have the right ID, please contact HITO before submitting your application.
Copy of industry qualifications achieved	If you are a hairdresser with more than 15 years' experience, a barber with more than 10 years' experience, or a beauty therapist with no international qualification, you must provide these.
Copy of international qualifications (including ipsn)	If you are applying under the ipsn/recognised international qualification category, you must provide this.
Portfolio	If you are a hairdresser with 10-15 years' experience or a barber with 5-10 years' experience, you must provide this. <b>If you are a hairdresser with more than 15 years' experience or a barber with more than 10 years' experience and you do not have any industry qualifications, you must provide a portfolio.</b>
First aid certificate	If you already hold a first aid certificate in New Zealand, please provide a copy with your application. If you don't hold a first aid certificate you will need to complete one.

## Legal declaration and signatures - you must sign this document

I acknowledge that I have read and understood the provisions of this Agreement. I confirm that I have provided the necessary documentation confirming my eligibility to undertake training in New Zealand and that the information provided is true and accurate.

Your Signature	<input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Employer Signature	<input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
HITO Signature	<input type="text"/>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>