

Closing the Gaps Student Enrolment Checklist

Thank you for your application to study the Closing the Gaps course with Strategi Institute.

This checklist outlines the tasks you need to complete and the documents you need to provide to complete your enrolment. You may have already completed a few tasks on this checklist.

Please allow three working days to process your enrolment once you have completed and emailed the items on this checklist to us. Please email the documents to support@strategi.ac.nz.

No.	Steps/requirements for a successful application	Check
1	Complete the online enrolment form (if you have not completed it yet then click here).	
2	Order the Closing the Gaps course and select the learning method on the Strategi Institute website (if you have not yet placed an order for the course).	
3	Provide proof of your identity (please refer to the guidelines below for acceptable documents).	

Acceptable photo identification

The following documents are acceptable photo identification. Please provide a valid copy of:

1. The biodata page of your passport; or
2. Your New Zealand driver's licence; or
3. Your New Zealand firearm's licence; or
4. Your 18+ ID card;

AND

5. Your name change document if you had an official name change, including a change in your maiden name. Such as an affidavit, divorce or marriage certificate.

Please note, your photo identification does **not** need to be certified or verified.

Email support@strategi.ac.nz or call 09 414 1300 if you have any issues providing these documents.