# ONLINE ENROLMENT at Junkan College HOW TO ENROL AT TUAKAU COLLEGE ONLINE



Submit Enrolment Application

Please ensure that you have attached the required docu agree' boxes in the Agreement section. Parents/caregive and agree to each of these Terms and Conditions before an

For further information regarding enrolment or our enro I be in contact with you about the next stepr

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## STEP 1: GO TO THE TUAKAU COLLEGE WEBSITE

Visit the Tuakau College website which can be found by searching www.tuakaucollege.com. If you do not have internet access and cannot enrol online, paper enrolment forms are available from the Student Centre.

## STEP 2: GO TO THE 'ENROLMENT' TAB

At the top of the Tuakau College website is an 'Enrolment' tab. Click on this and it will take you to the enrolment information for 2025. Click on the 'Start Online Enrolment' button. (\*Please note you do NOT need to log in to the KAMAR Portal to be able to complete an online enrolment form)

#### **STEP 3: COMPLETE THE ENROLMENT FORM**

Complete each section of the online enrolment form. Please note that without the required documentation attached we will be unable to accept the enrolment.

#### **STEP 4: SUBMIT YOUR ONLINE ENROLMENT**

Once each part of the online enrolment form has been completed click the 'Submit Enrolment Application' button. Submission of the online enrolment form is <u>NOT</u> confirmation of a place at Tuakau College. When your enrolment application has been successfully submitted a confirmation message will show on your screen. If you do not see a confirmation message, then your application hasn't been submitted and you will need to try again.

#### **STEP 5: YOUR ENROLMENT WILL BE PROCESSED**

All online enrolments will be classed as 'pre-enrolments' until the application has been reviewed and accepted as fully completed and valid. The school will then be in contact with you about the next steps on your journey to Tuakau College! Out of Zone enrolments will only be accepted from the second and third priority (see Tuakau College website for clarification).