

NEW ZEALAND Documents Checklist

1. Personal Document

- a) Passport (Bio Pages)
- b) All Academic Certificates (Including provisional, migration, character certificate)
- c) PTE/IELTS Result
- d) CV or resume [Must include father name or mother name and student mobile number]
- e) Work experience letter, Job Offer, Appointment Letter/Employment Contract, Pay slip/Salary Statement (if any)
- f) Statement of Purpose

2. Ward Verification Documents

- a) Relationship Certificate
- b) Income Verification Certificate
- c) Ward Tax Clearance
- d) Digital Contact Verification (if any)
- e) Address Verification (if any)
- g) Property Valuation
- h) Birth Certificate
- i) Marriage Certificate (if any)
- j) Name Verification (if any)

Citizenship Certificate (Applicant with all sponsors)

3. Income Related Documents

A) Business Income:

- a) Permanent Account Number (PAN) certificate of business
- b) Registration/ownership documents issued from the official authority showing the financial sponsor as the owner/partner of the business
- c) Audit Report
- d) Bank statements for the business for the last 12 months

B) Salary Income:

- a) Salary letter & PAN of the employee
- b) Personal bank account statements for the last 12 months. This includes any salaried accounts, savings accounts or other bank accounts held by you and/or the financial sponsors. In case of any large deposits of money, explain the source and provide evidence.
- c) Salary Pay slips from the employer for the last 12 months
- d) Income tax return for last three years of the employee

C) Rent Income

- a) Land ownership Certificate
- b) In case of House Rent Agreement, House completion certificate issued by the Authorized body with photographs
- c) Tenant citizenship Certificate
- d) Bank Statement Showing rent amount deposit through Tenant name up to 1 year

D) Income from Pension

- a) Pension Certificate, Pension Patta
- b) Pension Deposit Statement

E) Foreign Income

- a) Salary Certificate
- b) Bank Statement showing salary deposit of 1 year
- c) Tax filed document
- d) Contract papers and other supporting documents like pay slips, Visa Card and so on.

4. EDUCATION LOAN OR BANK BALANCE OR BOTH

Education Loan (60-65 Lakhs) (NABIL BANK OR SBI BANK ONLY)

- a) Property Valuation from bank
- b) Collateral Security
- c) Prevent Details
- d) Education Loan sanction letter
 - It should include course details, college name and location as mentioned in the offer letter.
 - It should be stated this loan covers annual fee, living cost, health insurance & travel costs.
- e) Loan Disbursement Letter with complete mortgage deed documents
- f) Bank statement.

OR

Cash/Bank Balance (NABIL/SBI)

- a) Cash balance maturity 3 months and more
- b) Bank Balance Certificate
- c) Bank Statement
- d) Bulk Amount Source
- e) Fixed Deposit
- f) Other Sources like Share etc.

In case of fund shown from Co-operative Transfer

- a) Cheque showing the amount
- b) Co-operative Statement
- c) Bank Statement showing the deposited amount

Note: Students should attend High Commission interviews through audio as well as video call. As Interview is mandatory in New Zealand, to get a Visa.