



# Advice for International Students

## Issues with Teachers

- If there is a problem with your son/daughter's teacher, please talk to the teacher. You can make an appointment to see the teacher by calling the school office and asking to talk to the teacher.

## Issues with Fellow Students

- If there is a problem with another student, please tell your son/daughter's class teacher, the International Student Manager or the International Programme Manager. You can make an appointment to see these people by calling the school office.

## Issues with Accommodation

- If there is a problem with your son/daughter's accommodation, please call the school office and ask to speak to our International Student Manager, Mrs. Lesley King or the Principal.

If you have see the appropriate person(s), but the issue has not been resolved to your satisfaction, please see the Principal.

If you are still not satisfied, you can write to the Principal or the school Board of Trustees.

If you believe that you have not been dealt with fairly by the school, you may contact the International Education Appeal Authority, whose address is:

**International Education Appeal Authority  
c/o Ministry of Education  
P.O. Box 47-911  
Auckland  
NEW ZEALAND**

or email: [info.ieaa@minedu.govt.nz](mailto:info.ieaa@minedu.govt.nz)

You must be able to show the International Education Appeal Authority that you have told the school about the problem before you contact them.

*Reviewed March 2005*