



Statement of Satisfactory Progress

Complete this form only if StudyLink have advised you that the Ministry of Education are unable to confirm the results of your previous study, and you are unable to provide other evidence.

Other evidence of your results can include:

- An academic transcript.
- A copy of the final exam results/grades you have received from your education provider.
- A printout of your results from your education provider's website.

This evidence needs to clearly identify you (and include your Client Number) your education provider, study period and EFTS¹ along with the modules/papers that you have studied and the dates you completed them.

If you do not have any of the above 'other evidence' you will need to:

- Complete and sign the student's details section. This allows your education provider to give StudyLink your results directly.
- Give this form to a staff member at your education provider who has been nominated to complete Statement of Satisfactory Progress forms.

We will not be able to use the information provided on the form, if you have not signed it or it was not completed by a nominated staff member.

How to return this form

Your education provider can fax this completed form to: **0800 88 33 88**

Alternatively you can return your completed form to us online using www.connect.co.nz Please remember to include your name and client number.

For more ways to contact us, visit our website www.studylink.govt.nz

¹ EFTS stands for Equivalent Full-time Student. The Tertiary Education Commission decides if a course is either full-time or part-time by applying what's called an EFTS value to each course. The EFTS value is a measure of the amount of study or the workload involved in undertaking a course

Part 1: Student's details

1. What is your legal name?

This is your legal name as it appears on your Passport or Birth Certificate.


First name	Middle name(s)	Surname or family name

2. What is your date of birth

<input type="text"/>	<input type="text"/>	Day	<input type="text"/>	<input type="text"/>	Month	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Year
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3. What is your Client Number?

<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"/>
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Student's signature and date	Date											
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Part 2: Study details

To be completed by education provider

1. Please complete the table below with details of any study undertaken by this student.

Programme Code	Year	Total EFTS enrolled	Total EFTS passed

2. Please give details of any further information regarding the satisfactory progress of this student:


Declaration by the education provider

I certify that the details in this form are correct and that I have been nominated to complete Statement of Satisfactory Progress forms at the below education provider

First name	Surname or family name	Designation

Phone	Email

Provider name	Provider ID code

Education provider's signature and date	Education provider's stamp											
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