International Student Shuttle Application Form

International students booking an airport shuttle (2025)

Wintec
WAIKATO INSTITUTE OF TECHNOLOGY

WHO SHOULD USE THIS FORM:

Use this Shuttle Application Form if

a) You have booked your flights to New Zealand; AND

b) You have made your own accommodation arrangements in Hamilton

Email the completed form to:
international.accommodation@wintec.ac.nz

APPLICATION PROCESS:

Step 1 ANSWER ALL QUESTIONS → **Step 2** EMAIL THE FORM TO WINTEC → **Step 3** PAY FOR SHUTTLE → **Step 4** RECEIVE CONFIRMATION

SECTION 1: Personal Details

Family Name: .... First Name(s) / English Name: ....

Wintec ID: .... Date of Birth (dd-mm-yyyy): ....

Nationality: .... Gender: Male   Female   Diverse

Email address: .... WeChat/WhatsApp/Cell Phone: ....

SECTION 2: Arrival Details

Date of arrival (in NZ): ....

Flight Number: ....

Time of arrival (in NZ): ....

How may bags will you travel with?	Big Bags / Checked luggage	
	Small bags / Hand luggage	

Shuttle Bag Allowance: 2 pieces of big/checked luggage + 1 small/hand luggage. $10 per bag for additional luggage.

SECTION 3: Accommodation Details

Name: .... Type of Accommodation: ....

Address: .... Suburb: ....

Cell Phone: .... WeChat/WhatsApp: ....

SECTION 4: Emergency Contact (we must have the details of someone we can contact for you in case of emergency)

Name: .... Relationship to you: ....

What language(s) do they speak: .... Phone: ....

Email: .... WeChat/WhatsApp: ....

SECTION 5: Declaration

Please read this section carefully and tick (☑) each box to show that you understand and accept the conditions:

	I understand that if my flights / shuttle plans change, I must update Wintec	Te Pūkenga as soon as possible.
	I understand that the cost of a shuttle is $140 per person, plus $10 for each piece of additional luggage (see section 2 for details).
	I understand that late night shuttles (after 9pm) are limited.
	In understand that if my flight is delayed and I arrive after 9pm, Wintec	Te Pūkenga may organise alternative transport for me and that this may incur an additional cost.
	I understand that I have to pay my shuttle fee (+ any additional luggage fees) to Wintec	Te Pūkenga before my booking is confirmed.
	I understand that I can contact the accommodation advisor with any questions, at: international.accommodation@wintec.ac.nz

Full Name: .... Date: ....

Signature: ....   Wintec Student ID: ....
(By writing/typing your name here, it is considered signed)