

Overseas Finder's Fee application form

The Overseas Finder's Fee (OFF) is available for recruitment of qualified overseas teachers (both those New Zealand trained and overseas trained) who are registered and certificated by the Teaching Council of Aotearoa New Zealand.

Eligibility criteria:

The teacher must be registered and certified by the Teaching Council of New Zealand

The teacher's role must be starting from 1st July 2022 - 30th June 2023 and their contract must be at least 12 months in a:

- » State or state-integrated school.
- » Licensed early learning centre (limited to one place per centre, per year.
- » Any overseas teacher must not have been teaching in NZ school or licensed early learning service for the 12 months prior to their start date.

If your school, kura or ELC is bringing in an overseas teacher under the Border Exception programme, the school will not be eligible for the OFF.

Places will be allocated evenly across each of the categories above on a "first come, first served basis" until the allocation is spent. We will be monitoring allocations closely and we will inform the sector as soon as allocations have been exhausted.

You must have the following before filling out this form:

- » Evidence that your teacher is currently in New Zealand, TeachNZ will accept the following:
 - a boarding pass showing New Zealand as the final destination or
 - proof of NZ address through a tenancy/sale and purchase agreement or a signed letter from the person your teacher is staying with
- » GST tax invoice addressed to the Ministry of Education for \$3,000 + GST (total \$3,450)

School details

School name/ECE centre name:

School ID/ECE centre ID:

Principal's/Centre Manager's name:

Position sector:

Primary Secondary ECE

Where applicable, list the subjects being taught:

Position start date:

Position end date:

Employment type (e.g. permanent):

Teacher details

Full name:

Ethnicity:

MOE Number (if known):

Teacher Registration number:

Teacher qualification name:

Country in which gained teacher qualification:

Date gained teacher qualification:

Where to send your application

You can email your application and additional documents to:

Teacher.Supply@education.govt.nz

We will not be accepting apps via post. Applications received via post will not be considered.

If you have any questions, call us on 0800 165 225 weekdays between 8.30am and 5pm, or email

Teacher.supply@education.govt.nz

Declaration

- I confirm that our school, kura or ELC meets all the eligibility criteria and that we have attached all the necessary documents to support our application.
- I understand that if my application is not complete it may not be considered.
- I confirm that the teacher we are applying an OFF for has not come to NZ under the Border Exception Programme.

Privacy Statement

The Ministry of Education will use the information collected on this form together with the information held in Education Service Payroll to:

- » consider your application for an Overseas Finder's Fee
- » administer your payment(s).

For these purposes, the Ministry of Education may share your information with the Education Service Payroll to confirm your eligibility. The Ministry may also use this information for statistical and research purposes, and all are securely held by the Ministry of Education. You have the right to access your information and to request correction of anything that you think is wrong.

Print full name of person making the application:

School position:

Signature:

Date:

Contact email of person making the application: