

Online pre-enrolment using eTap

Before you start the process

To enrol online you will need copies of the following documents ready to upload;

1. If your child is a NZ citizen
a copy of their birth certificate
If your child is NOT a NZ citizen
a birth certificate AND passport
2. proof that you live in zone for Oranga school.
If renting - current valid signed tenancy agreement (must be your usual physical address for more than a 6-month period).
If you own the place you live in - current rates invoice.

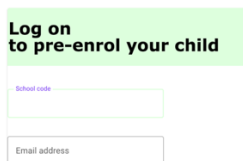
Please note, as evidence of permanence we also require recent proof of address matching with your tenancy agreement or current rates invoice. Proof of this is a recent power or Watercare bill.

3. immunisation certificate completed to 5 years old

Accessing the online form

Once you have the necessary documents you are ready to begin your child's pre-enrolment procedure, by clicking [HERE](#) to complete the online form.

The School Code is 1403



Completing the online form

We suggest that you regularly Click on the SAVE icon which can be found at the top of the screen



Once you have clicked on Save, your information will be stored and you can leave this form at anytime. This allows you to complete the process over several days.

Completing the online form

Once you have added all documents and have completed each step, click on the Save and confirm button at the bottom right of the screen.



If you need any support or have any questions about this process or form, please email Bridget at principal@oranga.school.nz