

## 2026 Administration Fees (Non-Refundable)

The fees listed below are applicable for the 2026 academic year and are stated in New Zealand dollars (inclusive of GST).

Fee	Description	Amount
<b>Application Fee (domestic students)</b>	Non-refundable application fee	\$65.50
<b>Credit Recognition and Transfer (CRT) Application Fee</b>	Application fee for external CRT assessment (excludes currently studying or deferred BTI students)	\$133.00
<b>CRT External Administration Fee</b>	For each BTI course that CRT is granted for from external Recognition of Prior Learning or Cross Crediting \$6.53 per credit	15 credits = \$98.00 10 credits = \$65.33 5 credits = \$32.67
<b>CRT Internal Administration Fee</b>	For each BTI course that CRT is granted for from internal (BTI) Recognition of Prior Learning, Credit Transfer or Cross Crediting \$4.47 per credit	15 credits = \$67.00 10 credits = \$44.67 5 credits = \$22.33
<b>Re-enrolment Fee</b>	Where a re-enrolment or additional work is necessary to complete a course	\$197.00 per course
<b>Late Registration</b>	May be charged for processing any registration outside of the set registration days or deadlines	\$67.00
<b>Withdrawal</b>	Withdrawal processing administration fee – charged at 10% of total fees or \$500, whichever is lesser	Lesser of 10% of fees or \$500.00
<b>Programme Alterations</b>	One free programme alteration per student per year. Any additional programme change after course commences charged at \$67.00 per change	\$67.00 per change
<b>BTI Transcript</b>	Additional copies of a transcript:  Copies of BTI transcripts that are older than 3 years old:	\$32.00  \$67.00

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Fee	Description	Amount
Replacement Certificate	Replacement graduation certificate	\$112.00
Learning Intentions	Copy of previous year's learning intentions	\$15.00 per course
Student ID Cards	ID cards are required for photocopying at BTI	\$25.00

\*Fees are reviewed annually and are subject to change.