



Conditions of Registration

Level One Ski/Snowboard Certificate must be at least 16 years of age.

Level Two Candidates and above must be 17. If a foreign qualification is required to proceed with an NZSIA qualification, please email a copy of your foreign qualification to NZSIA admin@nzsia.org before you book an NZSIA course and any travel plans are finalised.

Standard for level one candidates:

- Standard for Level One Ski- making round parallel turns of various radii on most groomed terrain as well as on green and blue ungroomed terrain
- Standard for Level One Snowboard - able to ride blue runs in control.
- We recommend that if you are unsure how you compare to this standard you should take a one-hour private lesson at your local Snowsports school.
- Ask for an NZSIA Examiner for that one hour as this will ensure that you receive accurate assessment and advice.
- If you still have concerns, take some video footage showing your ability and email in to admin@nzsia.org
- Any Candidate that is skiing/riding well below the NZSIA standard to the extent that they cannot keep up with the group may be asked to withdraw by the Course manager.
- If asked to withdraw by the Course Manager the candidate may transfer to a later Level One.
- Refunds will not be given in this instance.

To participate in NZSIA courses, membership must be current. Non-current members must pay outstanding fees on registration. Contact admin@nzsia.org if your outstanding subs is more the \$255. Non-members will be required to pay an additional \$85 associate fee on registration.

Course numbers are limited and registrations will be accepted online accompanied by **full payment**. If a course is full contact admin@nzsia.org to be placed on a waitlist.

NZSIA reserves the right to limit, cancel or postpone courses if circumstances warrant. Full refunds will be given in the event of a course cancellation. If you are travelling for any of our courses, travel insurance should be purchased in case changes to travel plans need to be made due to a cancellation or postponement.

NZSIA reserves the right to use an alternative local ski resort in the event of an occurrence outside of our control (e.g. adverse weather or snow conditions) that would otherwise prevent the successful completion of the course.

Course withdrawal for New Zealand courses

Full refund will be given if notice of withdrawal is received in writing **10 days** prior to the start of the course. Course fees will not be refunded for withdrawals within ten days of the course start date with the exception for injuries where a medical certificate will be required. If you register and have an existing injury, a decision must be made at least ten days before the start of the course. All other refunds are at the discretion of the course manager.

Course withdrawal for overseas courses

Full refund will be given if notice of withdrawal is received in writing **30 days** prior to the start of the course. Course fees will not be refunded for withdrawals within 30 days of the course start date **including** for injuries. Please purchase travel insurance to cover yourself in this situation if an injury occurs. If you register and have an existing injury, you must make your decision **at least 30 days** before the start of the course. All other refunds are at the discretion of the course manager.

Japan Level One Courses

NZSIA is restricted in its ability to take Japanese nationals on our level one courses in Japan. If you are a Japanese national and interested in taking a level one course, please contact admin@nzsia.org to get the link for a survey to check for potential eligibility before booking on any courses.

Members of other **ISIA** associations **MAY** be considered for acceptance onto NZSIA courses. Please email admin@nzsia.org with details and photocopies of qualifications **before** registering on a course. All foreign qualifications will be subject to the ski/snowboard committee's approval, and their decision will be final.

Some participants at some resorts may be eligible to apply for discounted lift tickets during courses. Contact admin@nzsia.org for further information on which resorts this applies to.

Participants are responsible for their own transportation, accommodation, food, and equipment. Costs include GST and video work.

[Privacy Policy](#) In addition, we may at times use photos or videos taken during our courses for training, marketing or social media use. Please inform your course trainer if you do not want images of yourself used in this way.

Safety Policy NZSIA/SBINZ exams will require you to ski/ride on a variety of terrain and conditions and complete specific tasks on snow. If at any time you feel unsafe or at risk of injury you should tell your trainer that you wish to opt out of the particular task. Depending on the situation this may affect the results of your examination.

[Course participants should be aware of and follow the snow responsibility code at all times](#)

NZSIA Complaints policy

1. We will acknowledge a complaint within 5 working days of receipt of a complaint. All complaints must be sent in writing to the relevant Course Manager.
2. We will investigate a complaint and endeavour to send a final response within 4 weeks of receipt of a complaint. If we are unable to provide a final response within this time we will send an update.
3. We will endeavour to send a final response to within 8 weeks of receipt of a complaint. If we are unable to provide a final response within this time frame, we will write explaining why and advise when to expect a final response.
4. Course results are posted against the membership number on www.nzsia.org. If the NZSIA has not received any complaint from a participant after 3 months after the course conclusion then no correspondence will be entered into.

All course participants are important to us, and we believe you have the right to a fair, comprehensive and courteous service at all times.

NZSIA Waiver

1. The Candidate that has enrolled in a course organised by New Zealand Snowsports Instructors Alliance Inc (NZSIA), is subject to the rules and regulations determined by NZSIA.
2. The candidate acknowledges the inherent danger and risk of personal injury involved in the enrolment and involvement in the activities of NZSIA and accepts any risk as a result of this activity.
3. The candidate agrees not to sue and releases NZSIA from any liability arising out of personal injury where the personal injury is a result of an activity conducted as part of the usual activity of NZSIA. NZSIA assumes no responsibility for activities undertaken by the candidate without proper supervision and guidance.
4. The candidate agrees that in the event of a claim being made against NZSIA for personal injury, the claim is to be made to NZSIA by registered mail within 90 days of personal injury. Failure of the candidate to deliver this notice shall be considered a waiver of the candidate's right to commence a law suit.
5. The candidate acknowledges that the terms of this Acknowledgment, Consent, and release shall be binding upon the candidate, their heirs, executors, administrators and assigns, and shall be governed by the laws of New Zealand. The candidate agrees that any legal action shall be brought only in New Zealand, and that the terms of this document shall be admissible in evidence as a binding legal agreement between the candidate and NZSIA.

NZSIA Code of Conduct

The NZSIA code of conduct sets out the guiding principles of the NZSIA to be applied in decision making and behaviours to ensure the NZSIA retains and advances its reputation in the Snowsports Industry.

The fundamental Principles that NZSIA will use to guide its behaviours, decisions, processes and regulations are

1. Values – 360 Safe, The stoke passion, Been Inspired Have inspired Will Inspire, Lead Develop Grow, We Walk our Talk, Manaakitanga.
2. Objectivity
3. Equality and Inclusion
4. Confidentiality
5. Professional Behaviour & Competence

Scope of Code of Conduct - To cover officers, employees and all members when working and teaching with a NZSIA qualification, or when taking part in an NZSIA course.

It covers all members in positions within the snow sports industry where NZSIA membership was a consideration in obtaining that position.

The NZSIA code of conduct is designed to provide guidance in decision making and to define acceptable standards of professional conduct and behaviour. It includes communications in person, print and social media platforms.

Members should be guided not only by the words in the NZSIA code of conduct but also by the spirit and philosophies it represents.

The Code of conduct is not intended to replace or repeal responsibilities imposed by Law or contractual obligation.

Members should comply with the following guiding principles:

1. Values – Members have an obligation to embrace and express the values of the NZSIA
 - a) 360 Safe – Priority is given to the safety of the public, clients and members at all times
 - b) Lead develop grow – Members are seen as leaders in the industry. Leaders are responsible for “growing” others.
 - c) Walk our Talk - Show integrity in your communications and your actions.
 - d) Been Inspired, Have Inspired, Will Inspire - Members should behave as role models and actions should reflect this.
 - e) The Stoke. The Passion. – Demonstrate and embrace the “Spirit” of Snowsports.
 - f) Manaakitanga - All members shall to the best of their ability display, exhibit and uphold our value of Manaakitanga, by showing hospitality, kindness, generosity, respect and support for others.
 - g)
2. Objectivity – Members have an obligation not to compromise their professional judgement because of bias, conflict of interest or undue influence of others.
 - a) Members should not allow bias to influence decisions. Bias can be but not limited to gender, sexual orientation, race, religious or ethical beliefs and age.
 - b) Conflicts of interest arise if a member has or appears to have private or personal interests that will prevent them performing their duties with integrity and independence

- c) All judgements and decisions made by members, officers and employees shall be made based on merit. Any payment, gift, or other benefit shall not influence a members', officers or employees' decisions.

3. Equality and Inclusion - At all times cultural respect shall be shown to all members, and non-members. All communications and actions shall be open without any offence or prejudice.

- a) Members recognise that all other members and non-members should be treated with respect and that all decisions and actions should be made with consideration to equality.
- b) Members should not offend verbally or by action, the dignity or integrity of any individual or group of people on account of race, colour, gender, sexual orientation, religious or ethical beliefs or any other reason.
- c) Members should not by word or by actions make unwelcome sexual advances that are not solicited or invited.

4. Confidentiality - If a NZSIA member is in a position where private, or sensitive information is given, then at all times confidentiality and respect for that information shall be maintained.

- a) Member should not disclose confidential information to any 3rd parties without proper and specific authority.
- b) Members should not use confidential information for their own personal gain or for the personal gain of an interested 3rd party.

5. Professional behaviour and competence - All members shall maintain the highest level of professionalism and competency

- a) It is each members' responsibility to maintain their levels of professionalism and competency for any role they might take, or advice that they might give based on their NZSIA membership, office or employment.
- b) Members of the NZSIA, when representing their role within the organisation, or while working under the NZSIA qualification shall do so without being impaired or intoxicated, by drugs, alcohol, or by any other means
- c) Members are responsible for knowing the local laws and regulations of the area that they are in, and they shall abide by those laws and regulations.
- d) Members should show control, courtesy, respect, honesty, dignity and professionalism when representing their role within the organisation, or while working under the NZSIA.
- e) Members should accurately represent their position, experience and competence.
- f) Members should not engage in behaviours that bring the NZSIA into disrepute.

Breaches and Consequence

If any person is concerned that this Code of Conduct has been breached by a member then they are recommended and encouraged to contact the President of the NZSIA, or any other officer and report the alleged breach.

It will be the President, or any other officers of the NZSIA, who will report the breach to the NZSIA Board as soon as is reasonably possible.

It will be the NZSIA Board's responsibility to in a positive and timely manner to respond to any such report.

It will be the NZSIA Board's responsibility, if required, to initiate disciplinary proceedings.

If a member is found to have breached this Code of Conduct then the following would be some of the possible actions (but not limited to) that may be taken -

- Members receive a verbal notification of their breach - no further action.
- Members receive a written notification of their breach - no further action.
- Members may be asked to review their membership status and are offered an opportunity to present themselves to the NZSIA Board.
- Members may be asked to resign their membership.
- Members may have their membership withdrawn.