1. **Purpose**
   As part of our commitment to postgraduate research, the University of Waikato provides Doctoral Scholarships for students to undertake a doctoral degree at the University of Waikato.

2. **Eligibility Criteria**
   2.1. The Scholarship is open to New Zealand citizens, permanent residents, and international students.
   2.2. Doctoral Scholarships are open to students enrolling in a Doctor of Philosophy (PhD), Doctor of Musical Arts (DMA), Doctor of Education (EdD), or Doctor of Juridical Science (SJD).
   2.3. A candidate will normally be seeking to obtain their first doctoral qualification.
   2.4. Candidates should normally be intending to study **full-time** at the University of Waikato.
      2.4.1. Candidates who have socially compelling reasons for enrolling in part-time study (e.g. illness, disability, parent or carer responsibilities) may apply to the Scholarships Executive for permission to be awarded a Scholarship on a part-time basis. The candidate should outline the reasons for the request in their Statement of Research Interest, and provide appropriate evidence of the need to study part-time. These requests will be considered on a case-by-case basis.
      2.4.2. During any period of part-time enrolment, the value and duration of a recipient’s Scholarship would be adjusted on a pro rata basis.
      2.4.3. Candidates will not be granted permission to hold a University of Waikato Doctoral Scholarship on a part-time basis if they wish to undertake full-time paid employment or substantial part-time employment (see Regulation 9).
      2.4.4. Recipients are required to change to full-time enrolment if a change in their circumstances means they no longer qualify to hold the Scholarship on a part-time basis.
   2.5. Candidates employed by the University of Waikato will not normally be eligible for the Scholarship.
      2.5.1. Employment as a sessional assistant, or similar, may be permitted, provided the hours worked do not contravene Regulation 9.

3. **Application**
   3.1. Candidates enrolling in a PhD, DMA, EdD, or SJD will be asked to indicate whether they wish to be considered for a University of Waikato Doctoral Scholarship at the time of their Application to Enrol at the University of Waikato.
   3.2. Applications will be considered in three rounds a year. Students must submit a complete Application to Enrol by 1 March, 1 July, or 1 November in order to be considered. **Incomplete applications will not be considered.**
   3.3. In exceptional circumstances, a Faculty may nominate a current doctoral candidate for a Doctoral Scholarship.
   3.4. Candidates who enrol in the doctoral programme without a University of Waikato Doctoral Scholarship, who gain **Confirmation of Enrolment** within the prescribed timeline, and who have recently achieved a significant accomplishment such as a publication, will be offered one final opportunity to apply for the University of Waikato Doctoral Scholarship.
4. Value

4.1. The value of the Scholarship shall be a living allowance of up to $22,000 per annum, payable in monthly instalments, and the domestic tuition fees for enrolment in the PhD, DMA, EdD, or SJD programme during the term of the Scholarship. The living allowance will be paid on a pro-rata basis for approved part-time students.

4.2. A thesis preparation grant of up to $400 is available to assist with thesis printing costs provided the thesis is submitted within four years of the commencement of doctoral enrolment.

4.3. The value of the Scholarship may be revised at the discretion of the University.

5. Selection

5.1. Academic merit will be a primary criterion of selection, with a minimum grade average of A- (over the previous two years of full-time study) expected for eligibility.

5.2. Other factors taken into consideration include: references, prior research and work experience, and publications.

5.3. Applications are ranked by The Postgraduate Research Committee of the Faculty by which they are being considered for an Offer of Place.

5.4. The University of Waikato Scholarships Executive, chaired by the Dean of the School of Graduate Research, will consider the rankings and offer awards to successful candidates.

5.5. All applicants will be advised by email of the outcome of their request for consideration for this Scholarship.

5.6. The Scholarships Executive’s decision is final; no further correspondence will be entered into following the selection meeting.

6. Awarding

6.1. Successful candidates will be advised of the outcome of their request to be considered for a Scholarship at the same time as they are advised of the outcome of their Application to Enrol.

6.1.1. The offer of a University of Waikato Doctoral Scholarship must be accepted within one month of the offer being made. If it is not accepted within this timeframe, the Scholarship offer will lapse.

6.1.2. The offer of a University of Waikato Doctoral Scholarship (that has been accepted as per clause 6.1.1 above) will remain valid as long as the associated Offer of Place in a PhD, DMA, EdD or SJD programme is also valid.

6.1.3. Not all students given an Offer of Place in a PhD, DMA, EdD or SJD programme will be offered a University of Waikato Doctoral Scholarship.

6.2. A Scholarship may only be taken up by a candidate who has formally completed the entry qualifications for, and enrolled in, a PhD, DMA, EdD or SJD programme.

6.3. By accepting the offer of a Scholarship, the candidate agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato.

7. Tenure

7.1. The total term of the Doctoral Scholarship will not exceed three years of full-time doctoral enrolment (or equivalent for part-time study).

7.1.1. For candidates enrolling in an EdD or SJD programme, the tenure of the Doctoral Scholarship will begin on the same date that they commence their Part 1 EdD or SJD enrolment.

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1 The Scholarship does not cover the other enrolment fees, for example the Student Services Levy.
7.2. Should a recipient submit their thesis for examination during the Scholarship period (and provided the candidate remains enrolled), the Scholarship will end after its full term or upon the recipient’s completion of doctoral study, whichever is the earlier date. Completion occurs when the Postgraduate Research Committee recommends the awarding of the degree.

8. Co-tenure

8.1. The recipient must advise the Scholarships Executive (via the School of Graduate Research Scholarships team), in writing, of any other awards they receive during the tenure of a University of Waikato Scholarship.

8.2. The recipient may hold lower-value awards, provided the combined value of all other awards does not exceed fifty per cent of the living allowance of the Doctoral Scholarship in any one year.

8.3. If offered an award with a higher-value than a Doctoral Scholarship, which also allows co-tenure, the recipient may apply to the Scholarships Executive for permission to receive the additional funding while retaining up to fifty per cent of the current living allowance of the University of Waikato Doctoral Scholarship. Applications would be considered on a case-by-case basis.

9. Employment

9.1. Scholarship recipients will not be permitted to undertake paid employment that exceeds an annual average of fifteen hours per week. This applies to all scholars, full-time and part-time.

9.1.1. Permission to exceed fifteen hours per week must be sought from the Scholarships Executive and will only be approved in exceptional circumstances and for limited periods of time.

10. Other Conditions

10.1. If a recipient’s circumstances change in a manner which may affect their continued eligibility for this award, the recipient must inform the Scholarships Executive immediately. Any change of circumstances will be assessed on a case-by-case basis.

10.2. Recipients are not eligible to receive Scholarship funds during periods of suspension of doctoral enrolment. In the cases of overpayment, the Scholarships team will work with the recipient to recoup the funds.

10.3. If, while in receipt of a Doctoral Scholarship, the candidate withdraws from their enrolment, or their enrolment is terminated, the Scholarship will cease and any overpayments will be recouped.

10.3.1. If a former recipient is subsequently awarded another University of Waikato Doctoral Scholarship, they will only be eligible for the outstanding amount remaining of the original Scholarship awarded.

10.4. The Postgraduate Research Committee will provide advice and recommendations to the Scholarships Executive in regards to Progress Reports of Scholarship recipients that identify performance that is below expectation.

10.5. A Scholarship may be terminated if the recipient is:

10.5.1. Not meeting expectations in their doctoral Progress Reports;

10.5.2. Not following the approved programme of study; or,

10.5.3. Not otherwise complying with the conditions governing the Scholarship and/or the regulations of the University of Waikato.

10.6. The Scholarship holder shall have the right to appeal to the Research Committee against any decision to terminate the award.