

REGULATIONS FOR 2012

BACKGROUND

The Hilary Jolly Memorial Scholarship was established in 1978 under the provisions of the will of the late Dr Violet Hilary Jolly MSc, PhD for the purpose of furthering research in the field of Freshwater Ecology at the University of Waikato.

REGULATIONS

1. The Scholarship is known as the Hilary Jolly Memorial Scholarship. The Scholarship shall be awarded for full-time study in the field of Freshwater Ecology at masters or doctoral level at the University of Waikato. Areas of present staff research include plankton ecology and taxonomy, conservation ecology, ecotoxicology, fish physiology and ecology, invasive species and population genetics.
2. The criteria on which the Scholarship will be awarded will be academic merit and the relevance and importance of the applicant's proposed study to the field. Candidates for the scholarship will also be judged on their research ability.
3. The Hilary Jolly Memorial Scholarship is open to New Zealand citizens, permanent residents, and international students.
4. The Scholarship shall be awarded from time to time by the Scholarships Committee on behalf of the Academic Board, on the recommendation of a Selection Panel. The selection panel shall comprise the Faculty of Science and Engineering representative to the Scholarships Committee or nominee, the Chairperson of the Department of Biological Sciences or nominee, and Professor David Hamilton (for such time as he is associated with the University of Waikato).
5. The Scholarship shall have tenure of up to two years in the case of a master's Scholarship and up to three years in the case of a doctoral Scholarship. An application for an extension to the tenure of a doctoral Scholarship may be made to the Selection Panel but, if successful, will not exceed one year.
6. The value of the Scholarship shall be up to \$6,000 at master's level and up to \$15,000 per annum at doctoral level, paid in monthly instalments. Tuition fees, at both levels of Scholarship, at the domestic rate, will also be covered (provided the tuition fees are not already paid by another scholarship). For doctoral scholars a thesis preparation allowance of up to \$500 will be available, provided the thesis is submitted within four years of first enrolment in the degree.

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

7. The Scholarship may be held together with any other bursary, prize or student allowance unless the condition of the other funding precludes this. **Furthermore, it is envisaged that recipients are likely to qualify for additional targeted funding via the department.** Applicants should advise the Scholarships Office of any additional awards/funding they receive during the tenure of the Scholarship.
8. The offer of the Scholarship must be accepted within the period specified in the formal offer of the award. If a candidate fails to accept the award within the specified period, the offer shall lapse.
9. The tenure of each Hilary Jolly Memorial Scholarship at doctoral level shall commence on a date to be determined by the Scholarships Committee. In the case of doctoral students, this date will be set in consultation with the Postgraduate Studies Committee. Doctoral Scholarship holders must be approved for enrolment in their doctoral degree within six months of accepting the offer of the Scholarship. Master's students must be enrolled as per the requirements of the approved programme of study in the year of tenure.
10. During the tenure of the Scholarship, scholars are required to study as full-time students in their approved programme of research.
11. Termination of, or withdrawal from, a masters or doctoral programme for which a Scholarship has been awarded, shall constitute termination of the Scholarship awarded for that masters or doctoral programme.
12. The Scholarships Committee may terminate a Scholarship at any time and recoup any funds disbursed if it is satisfied, after consultation with the Postgraduate Studies Committee or School of Study, that the holder is not following the approved programme of research and making progress commensurate with the time required for completion of the degree, or is not otherwise complying with the conditions governing the Scholarship. The holder of a Scholarship shall have the right to appeal to the Academic Board against any decision to terminate the award.
13. The due date for applications is **1 February** in the year of tenure.

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

APPLICATION FORM 2012

This application must be submitted to: The Scholarships Office
The Gateway – Te Kūaha
The University of Waikato
Private Bag 3105
HAMILTON 3240

Applications close at 5.00 pm on **1 February in the year of tenure**

Enquiries can be directed to: (07) 858 5136 or
(07) 838 4964 or
scholarships@waikato.ac.nz

Please ensure that all questions are answered and that all the required attachments accompany this application form. You may jeopardise your chances of success if you do not complete your application properly.

When preparing your application form and attachments, please do not use staples, special binding, coloured ink or paper. To fasten documents together, please use paper-clips or bulldog clips. This is because all documents will be photocopied.

If your circumstances change after the submission of this application, e.g. you apply for or receive another Scholarship, please inform the Scholarships Office immediately.

YOUR PERSONAL DETAILS

NAME AND ID

Full name: _____

University of Waikato student ID: _____ (if known)

POSTAL ADDRESS

For correspondence regarding this application:

Street Number and Name: _____

Suburb: _____ Town/City: _____

Post Code: _____ E-mail: _____

Home Phone: _____ Cell Phone: _____

STUDY INTENTIONS

Please indicate the qualification for which you intend to be enrolled as a full-time student in 2012.

Qualification: _____

Faculty/School: _____

Department: _____

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

APPLICATION DETAILS

PREVIOUS STUDY

A. AT THE UNIVERSITY OF WAIKATO

If you are, or have been, a student at the University of Waikato, please give details of study undertaken to date.

B. AT ANOTHER INSTITUTION

If you have transferred, or will transfer, from another tertiary institution, please give details of the institution(s) and study undertaken to date.

You must attach verified copies of your academic transcripts. Please also attach grade scales where available.

FINANCIAL CIRCUMSTANCES

Have you gained other funding to support this programme of study?

Yes

No

If yes, please the name and value of each award.

Have you applied for other funding to support this programme of study?

Yes

No

If yes, please the name and likely value of each award.

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

ACADEMIC REFEREES

Please provide the names and addresses of two persons you have asked to forward references to the Scholarships Office.

One of them must be either your proposed Supervisor or a member of the academic staff at the institution at which you obtained the qualification that defines your eligibility to enter the masters/doctoral programme.

Title and Name of Referee 1: _____

Address: _____

Telephone: _____

Email: _____

Title and Name of Referee 2: _____

Address: _____

Telephone: _____

Email: _____

PROPOSED SUPERVISION

Proposed Chief Supervisor: _____

Department: _____

Faculty/School: _____

Signature of proposed supervisor:

Signature: _____

Date: _____

ATTACHMENTS

Please attach a two-page personal statement that includes the following:

- A brief outline (300-400 words) of your proposed topic of research
- An indication of any promotion of past research activities, such as through seminars, conference presentations
- A list of publications, if applicable.
- A summary of any past or present work/employment history other than casual or part-time positions
- Any special circumstances you consider relevant to this application.

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

CONDITIONS

I understand that if I am offered a Hilary Jolly Memorial Scholarship, and accept it, I will only be eligible to be formally awarded the Scholarship if I meet all of the following criteria:

- Anticipated or provisional grades used in calculating my eligibility are confirmed by the final grades awarded
- I am approved for registration for a doctoral degree programme at the University of Waikato by the date indicated in the regulations for the Scholarship OR
- I am enrolled full-time in a masters degree programme at the University of Waikato in the years of tenure

I also understand that:

- The offer of a Hilary Jolly Memorial Scholarship is not an indication that I will automatically receive approval from the Postgraduate Studies Committee of the University of Waikato for registration for a doctoral degree programme
- The Scholarships Committee may terminate my Scholarship at any time if it is not satisfied that I am following the required programme or am otherwise complying with the conditions governing the Scholarship. I shall have the right to appeal to the Academic Board against any decision to terminate the award.

▼ PRIVACY DECLARATION

The information requested in this application form will be used solely for the purposes of assessing your application for the Hilary Jolly Memorial Scholarship. Personal information contained in this application will be made available to members of the Scholarships Committee and staff of the Scholarships Office.

The University of Waikato undertakes to store your application in a secure place in the event that you are successful in gaining an award or are selected as a reserve candidate for an award. The University of Waikato undertakes to destroy your application to preserve its confidentiality, in the event that you are unsuccessful in gaining an award. Should you have reason to believe that information held about you in either your application or your academic record is incorrect, you have the right of access to, and correction of, that information.

The University may contact the persons you have named in your application as referees for further information. Any such direct contact with these referees will be made on a strictly confidential basis. The University may not divulge details to you about the content of such confidential references without the written authorisation of the referee concerned.

▼ SIGN HERE

Signature: _____ Date: _____

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

REFEREE'S REPORT

Applicant's Name: _____

Student ID: _____

Please provide a confidential **academic** reference on, or attached to, this form for the above-named applicant for a Hilary Jolly Memorial Scholarship. This reference will only be used by the Scholarships Committee in determining the applicant's eligibility for the Scholarship.

While you are welcome to give the reference to the applicant, it would be appreciated if you could send a confidential reference directly to the following address (or e-mail it as an attachment to scholarships@waikato.ac.nz) by **1 February**:

The Scholarships Office
The University of Waikato
Private Bag 3105
HAMILTON 3240

Referee's Name: _____

University/Dept: _____

Signature: _____

Date: _____

Hilary Jolly Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

CHECK LIST

All applicants please check that you have done the following:

- Completed all relevant sections of the application form
- Obtained the signature of your (proposed) Chief Supervisor (Doctoral only)
- Provided the names and contact details of **two** academic referees
- Asked those **two** referees to send confidential references directly to the Scholarships Office
- Attached a two-page personal statement to the application which includes a brief outline (300-400 words) of your proposed topic of research.

Students new to the University of Waikato please check that you have done the following:

- Attached verified copies of academic transcripts from the other tertiary institution(s) you have attended (and a grade scale if possible)