

Michael Caiger Memorial Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

▼ REGULATIONS FOR THE MICHAEL CAIGER MEMORIAL SCHOLARSHIP 2011

BACKGROUND

This Memorial Scholarship was established in recognition of the high regard in which academic education was held by Michael Caiger. The Scholarship is targeted at the study of History or International Relations, which were Michael Caiger's passions. The purpose of the Scholarship is to provide financial assistance to students who demonstrate academic potential to further their studies, where this potential might otherwise not be realised due to financial constraints.

REGULATIONS

1. The Scholarship will be known as the Michael Caiger Memorial Scholarship.
2. The Scholarship will have a value of up to \$5,000 and be tenable for one year.
3. The Scholarship will usually be awarded every alternate year. If no award is made in a particular year, the Selection Panel may at its discretion advertise the award again in the following year.
4. The Scholarship will be awarded to a full-time student of the University of Waikato who is majoring in History, or Political Science with a focus on International Relations, at second- or third-year, or honours level for the BA or BSocSc degrees, or who is undertaking the Postgraduate Diploma in International Relations and Security Studies.
5. Applicants must be New Zealand citizens or permanent residents.
6. In selecting a recipient, the Selection Panel will take into account academic merit, financial need, and the applicant's vision for the field of History or International Relations.
7. Applicants should apply on the official form by 31 March in the year of tenure. Each applicant must also submit:
 - a) A 500-word statement which outlines their commitment to and vision of History or International Relations as a field of study
 - b) A statement outlining their financial circumstances
 - c) A brief CV of no more than four A4 pages in length.
8. Each applicant must also submit, or organize the submission of, two references.

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9. The Selection Panel for the Scholarship will comprise the Faculty of Arts and Social Sciences representative to the Scholarships Committee, the Chairperson of the Department of History, the Director of the International Relations and Security Studies programme, and the sponsor, or their nominee.
10. Short-listed applicants will be required to attend an interview with the Selection Panel.
11. The Scholarship will be paid as a lump sum to the successful applicant.
12. The full Scholarship may not usually be held with any other bursary, scholarship or award. Should the successful applicant receive a further scholarship or scholarships tenable in the same year as the Michael Caiger Memorial Scholarship, they are required to refund the equivalent portion of the Michael Caiger Memorial Scholarship in favour of another applicant.
13. If in any year an applicant is offered a partial Michael Caiger Memorial Scholarship, they will be able to hold other awards provided that the total of all awards (including the Michael Caiger Memorial Scholarship) does not equal more than \$5,000.
14. The Selection Panel may refrain from making a recommendation if it finds no candidate of sufficient merit.
15. In exceptional circumstances the Scholarship may be shared.
16. The Scholarships Committee may terminate a Scholarship at any time and recoup funds disbursed, if it is satisfied that the holder is not following the required programme or is not otherwise complying with the conditions governing the Scholarship. The holder of a Scholarship will have the right to appeal to the Academic Board against any decision to terminate the award.
17. With the consent of the Sponsor or their nominee, the University may from time to time vary these regulations.
18. The closing date for application is **31 March 2011**.

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APPLICATION FORM 2011

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

Applications close at 5.00 pm on **31 March 2011**.

Enquiries can be directed to: (07) 838 4964 or
(07) 858 5136 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.

YOUR PERSONAL DETAILS

NAME AND ID

Surname: _____ Given name(s) _____

University of Waikato student ID: _____

POSTAL ADDRESS

For correspondence regarding this application

Street Number and Name: _____

Suburb: _____ Town/City: _____

Post Code _____ E-mail: _____

Home Phone: _____ Cell Phone: _____

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APPLICATION DETAILS

STUDY INTENTIONS

Please indicate the qualification for which you are/shall be enrolled as a full-time student in 2011.

Qualification: _____

Faculty/School: _____

Department: _____

PREVIOUS STUDY

If you have transferred from another tertiary institution, please indicate which one and details of study undertaken.

ATTACHMENTS

Please attach the following to your application form:

- A 500-word statement which outlines your commitment to and vision of History or International Relations as a field of study
- A brief statement outlining your financial circumstances
- A brief CV (of no more than four pages in length)
- If you have undertaken study at a tertiary institution other than the University of Waikato, you must attach copies of your academic transcripts from the institutions at which you have studied. Please also attach details of the grading scales if available.

REFERENCES

A reference focusing on my academic merit and vision for the field of History or International Relations:

- Is attached Is being sent directly to the Scholarships Office

A reference focusing on my character:

- Is attached Is being sent directly to the Scholarships Office

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CONDITIONS

I understand that:

1. If I am offered and accept a Michael Caiger Memorial Scholarship, I will only be eligible to be formally awarded the Scholarship if I enrol at The University of Waikato in the year of tenure and comply with any other specific requirements of the Scholarship.
2. If at any time during the year of tenure I receive a bursary, scholarship, or award that was not declared in these application documents, I must inform the Scholarships Office immediately.
3. The Scholarships Committee may terminate a Scholarship at any time and recoup any funds awarded, if it is satisfied that the holder is not following the required programme or is not otherwise complying with the conditions governing the Scholarship. The holder of a Scholarship will have the right to appeal to the Academic Board against any decision to terminate the award.

▼ PRIVACY DECLARATION

The information requested in the attached application form will be used solely for the purposes of assessing your application for the Scholarship for which you are applying. Personal information contained in this application will be made available to members of the Selection Committee, 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.

▼ SIGN HERE

Signature: _____

Date: _____

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ACADEMIC REFERENCE

Applicant's Name: _____

Student ID: _____

(if known)

Please provide a reference (on or attached to this form) for the above-named applicant for a Michael Caiger Memorial Scholarship. Your reference should focus on **the candidate's academic merit and the applicant's vision for the field of History or International Relations**. This reference will be used by the Selection Panel for this Scholarship.

Please give the reference to the applicant, or send it to the following address by **31 March**:

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

Referee's Name: _____

Address: _____

Signature: _____

Date: _____

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CHARACTER REFERENCE

Applicant's Name: _____

Student ID: _____

(if known)

Please provide a reference (on or attached to this form) for the above-named applicant for a Michael Caiger Memorial Scholarship. Your reference should focus on **the candidate's the candidate's character (any comments about financial need may also be helpful)**. This reference will be used by the Selection Panel for this Scholarship.

Please give the reference to the applicant, or send it to the following address by **31 March**:

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

Referee's Name: _____

Address: _____

Signature: _____

Date: _____