

Otumoetai Trust Undergraduate Scholarships



OTUMOETAI TRUST UNDERGRADUATE SCHOLARSHIPS REGULATIONS FOR 2009

BACKGROUND

The Otumoetai Trust Undergraduate Scholarship was established in 1998 with the first scholarships awarded for 1999.

REGULATIONS

1. The Scholarships shall be known as the Otumoetai Trust Undergraduate Scholarships.
2. The purpose of the award is to encourage study at The University of Waikato by assisting with course-related costs for students studying full-time at the University's Tauranga or Hamilton campuses.
3. Candidates for the Scholarship must be New Zealand citizens or permanent residents, and be completing their secondary schooling at Otumoetai College, or Tauranga Boys' College, or Tauranga Girls' College, in the year prior to taking up the Scholarship.
4. The Scholarship shall be awarded each year by the Scholarships Committee, on behalf of the Academic Board, on the recommendation of the Selection Panel.
5. The Panel will comprise the Director of the Tauranga campus, the Chair of the Scholarships Committee, the Disabilities Co-ordinator, and the Student Finance Advisor, or their nominees.
6. In selecting the successful applicant(s) for the Otumoetai Trust Undergraduate Scholarship, the Selection Panel will give preference to applicants who can demonstrate financial need, social disadvantage, or physical disability, such that without Scholarship assistance it might not be possible for them to attend the University full-time.
7. Applicants will be expected to have performed well academically at their secondary school. In addition to providing details of available results, applications should be accompanied by a statement from their school Principal, attesting to the candidate's academic diligence and achievements.
8. The Selection Panel may choose to include final results in their deliberations, when they become available.
9. Recipients will normally be paid in a lump sum of up to \$3,000 during May in each year of tenure of the Scholarship.
10. It is expected that the Scholarship will be used to defray course-related expenses.
11. The Scholarship may be held together with any other award, unless the conditions of the other preclude this.
12. The offer of a Scholarship must be accepted by the date indicated in the letter of offer. If any candidate declines a Scholarship, or does not take it up, the Selection Panel may offer the Scholarship to another person. A Scholarship shall normally be taken up in the year for which it is offered.
13. The Otumoetai Trust Undergraduate Scholarship will have a maximum period of tenure of three consecutive years. Continuation of tenure will be subject to the Scholarship holder maintaining good progress (passing all courses) in the previous year's study and complying with the other regulations of the Scholarship. Progress and compliance will be overseen by the University's Scholarships Committee.
14. In applying for a Scholarship, each applicant agrees that the University may approach the Principal of his or her secondary school to seek verification of details set out in their application.
15. The due date for applications is **1 December** every three years, i.e. **1 December 2008, 1 December 2011**.

Otumoetai Trust Undergraduate Scholarships



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

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

Applications close at 5.00 pm on **1 December** every three years, i.e. **1 December 2008, 1 December 2011.**

Enquiries can be directed to: Tel. +64 7 858 5195 or 838 4964
Fax +64 7 838 4600
Email 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

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: _____ Email: _____
Land line: _____ Cell Phone: _____

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APPLICATION DETAILS

SECONDARY SCHOOL(S) ATTENDED

Please indicate secondary schools which you have attended.

School: _____ Years: _____
School: _____ Years: _____
School: _____ Years: _____

STUDY INTENTIONS

Please indicate the qualification in which you will be enrolled as a full-time student in 2009.

Qualification: _____
Faculty / School: _____ Department: _____

ATTACHMENTS

Please attach the following to your application form:

- A curriculum vitae (maximum four A4 pages) that details, among other things, your study at secondary level
- Information regarding of academic performance
 - verified copies and / or Internet printouts of results
 - a statement from your last secondary school regarding your results to date, your expected final results, and your likely academic performance at University (this could be in the form of a testimonial from the Principal attached to your CV)
- Two references – one academic and the other character
- Proof of New Zealand citizenship or permanent residence
- Evidence of financial hardship, social disadvantage, or physical disability (with supporting documentation attached where available)
- Any other evidence that supports your application

Please do not put your application or CV in a folder or any kind of special binding. You should use non-damaging fastenings (paper-clips or bulldog clips) at the top left corner.

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PRIVACY DECLARATION

The information provided in this application will be used solely for the purposes of assessing your eligibility and suitability for this Scholarship. Personal information contained in this application will be made available to members of the Selection Panel, 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. In the event that you are unsuccessful in gaining an award, the University of Waikato undertakes to destroy your application (six weeks after the Panel's decision) to preserve its confidentiality. 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 Selection Panel or University may contact for further information any persons or community groups you have named in support of your application. Any such direct contact with these persons or groups will be made on a strictly confidential basis. The University may not divulge details to you about the content of such confidential communication without the written authorisation of the persons or groups concerned.

CONDITIONS

I understand that:

1. If I am offered, and accept, an Otumoetai Trust Undergraduate Scholarship, I will only be eligible to be formally awarded the Scholarship if I enrol at The University of Waikato in the year for which the offer is made and comply with any other specific requirements of the Scholarship
2. My progress during the year of tenure will be monitored by members of the Selection Panel and if academic or other concerns come to their attention, I may be obliged to attend an interview to discuss my situation
3. The Scholarships Committee may terminate my Scholarship at any time, and recoup any funds awarded, if it is not satisfied that I am following the required programme or that I am otherwise complying with the conditions governing the Scholarship
4. I shall have the right to appeal to the Academic Board against any decision to terminate the award.

SIGN HERE

Signature: _____ Date: _____

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THE UNIVERSITY OF
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ACADEMIC REFERENCE

Applicant's Name: _____

Student ID: _____ (if known)

Please provide an **academic reference** on, or attached to, this form for the above-named applicant for an Otumoetai Trust Undergraduate Scholarship. This reference will be used by the Selection Panel in determining the applicant's eligibility for this Scholarship. The Scholarship is designed to assist diligent students whose financial or other circumstances are such that, without the assistance of a Scholarship, they may not be able to attend university full time.

Please give the reference to the applicant, or send it to the following address by **1 December**:

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

Referee's Name: _____

Address: _____

Signature: _____ Date: _____

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THE UNIVERSITY OF
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CHARACTER REFERENCE

Applicant's Name: _____

Student ID: _____ (if known)

Please provide a **character reference** on, or attached to, this form for the above-named applicant for an Otumoetai Trust Undergraduate Scholarship. This reference will be used by the Selection Panel in determining the applicant's eligibility for this Scholarship. The Scholarship is designed to assist diligent students whose financial or other circumstances are such that, without the assistance of a Scholarship, they may not be able to attend university full time.

Please give the reference to the applicant, or send it to the following address by **1 December**:

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

Referee's Name: _____

Address: _____

Signature: _____ Date: _____