



REGULATIONS FOR THE POSTGRADUATE SCHOLARSHIP IN SOCIAL ENTERPRISE 2012

BACKGROUND

To assist with capacity-building of the not-for-profit sector, the Tindall Foundation has made available funds to support the enrolment of students in graduate programmes in Social Enterprise offered by the University of Waikato.

REGULATIONS

1. The Scholarship will be known as the **Postgraduate Scholarship in Social Enterprise**.
2. The scholarship is open for applications from full-time or part-time students in the Waikato Management School who are enrolled in:
 - a. A Postgraduate Certificate in Social Enterprise
 - b. A Postgraduate Diploma in Social Enterprise
 - c. A Master of Management Studies (MMS) within the Social Enterprise programme
3. Please note that preference may be given to those students who are enrolled in degree or diploma programmes.
4. Applicants must be New Zealand citizens or permanent residents.
5. The Scholarships will be available for A and B Semester and/or Summer School enrolments. The closing date for A Semester applications is the **16 April 2012**. The closing date for B Semester applications is the **20 July 2012**. The closing date for Summer School applications will be **23 November 2012**.
6. The tenure of the award will usually be for one semester only. At the discretion of the Selection Panel, the award may be offered for a full year (including Summer School enrolment, if applicable).
7. Past recipients are welcome to reapply if seeking additional funding for the qualification previously supported.
8. The value of the award will vary, but it is expected that the scholarship will be used to defray course-related expenses, i.e. books, internet fees or course fees. Purchase of computers and similar capital items (e.g. cellphones) are not generally accepted as course related expenses.
9. The award will be offered on the basis of academic merit, the applicant's involvement (or intended involvement) with a not-for-profit/community or social enterprise organisation, and the benefits of the applicant's proposed programme of study to this organisation or to the community sector in general.
10. The Scholarship may be held with any other bursary, scholarship or award, unless the regulations of the other award preclude this.
11. The University of Waikato may require a scholar to refund a portion or all of the scholarship if the student ceases to be enrolled in the courses or programme to which the scholarship applies.

Postgraduate Scholarship in Social Enterprise



12. Applicants should include with their application:
 - a. A covering letter indicating their involvement, or intended involvement, with a not-for-profit/community organisation and indicate how the award will assist the capacity building of that organisation or the community sector in general.
 - b. A brief curriculum vitae not more than four A4 pages in length
 - c. A summary of the applicant's programme of study (including details of any research to be undertaken)
 - d. Two referees reports (one commenting on the applicant's academic ability, and the other on the candidate's involvement with the community sector).
 - e. A brief outline **using the template provided** of what you might use your grant for if successful
i.e. books, course related costs and the amounts associated with each of these items.
13. The Selection Panel for the awards shall include the Waikato Management School Representative on the Scholarships Committee, a representative of the Scholarships Office, and a representative of the Waikato Management School who is involved with the administration of the Postgraduate Diploma in Social Enterprise.
14. Short-listed candidates for the award may be required to attend an interview with the Selection Panel.
15. The Selection Panel may refrain from making an award if it finds no candidate of sufficient merit.
16. The offer of a 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 will lapse.
17. The number of awards may vary from year to year, but typically will not exceed eight part-time or four full-time students in any one year.
18. Applications must be submitted on the official application form which is available from the Scholarships Office.

Postgraduate Scholarship in Social Enterprise



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APPLICATION FORM

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

Applications close at 5.00 pm on the due date (see regulations)

Enquiries can be directed to: (07) 858 5136 or
 (07) 858 5195 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.

YOUR PERSONAL DETAILS

NAME

Surname:

Given name/s:

University of Waikato ID Number:

POSTAL ADDRESS

For correspondence regarding this application

Street Number and Name:

Suburb:

Town/City:

Country:

Telephone:

Email:

Cell Phone:

Postgraduate Scholarship in Social Enterprise



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APPLICATION DETAILS

STUDY INTENTIONS

Please indicate the qualification for which you intend to be enrolled / are enrolled in 2012

Qualification:

School:

Department:

Papers:

PREVIOUS STUDY

If you have transferred from another Tertiary Institution, please indicate which one and details of study undertaken

BUDGET

COURSE EXPENSES

E.g. books, internet charges,

Please provide a reasonable breakdown of costs rather than just entering a single 'ballpark' sum (eg. indicate approximate amounts needed for books, internet charges). Please provide evidence to support your costings e.g. quote, print out of relevant internet pages etc. If you are claiming for fieldwork expenses please supply full details of locations to be visited with brief justification in a footnote.

Before requesting funding for equipment, check to see if it is available within your department or if it can be borrowed from on-or-off campus suppliers.

Justify the long-term benefits of funding the rental / purchase of new equipment if these options are available. Include a description of the equipment to be purchased, the quantity and the unit cost. Supply a written quote from a reputable dealer (internet print-outs are acceptable).

Use the University's travel and accommodation guidelines below to estimate any fieldwork costs.

- *Airfares, bus fares: Use minimum current commercial rates or justify necessity of using more expensive alternatives.*
- *Motor vehicle: Calculate (and give full details of) costing of private car use for short trips on a rate of 60 cents per kilometre or give a quote on rental cars at the best competitive rates.*
- *Calculate the full accommodation allowance at \$70 per day and justify the expense.*

Please note that the costs of travel between the student's home and the University will not usually be funded.

Postgraduate Scholarship in Social Enterprise



THE UNIVERSITY OF
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COURSE FEES

List the individual course (and its calendar name and identification code) for which support is sought and the exact cost including miscellaneous fee

ATTACHMENTS

All applicants please attach the following to this application form:

- A letter of application which should indicate involvement or intended involvement with a not-for-profit organisation and indicate how the award will assist the capacity building of that organisation or the community sector generally
- A summary of your programme of study (including details of any research to be undertaken)
- A brief curriculum vitae not more than four A4 pages in length
- Verified copies of academic transcripts from any other tertiary institution(s) you have attended (please attach a grade scale if possible).
- A referees report commenting on your academic abilities
- A referees report commenting on your involvement with a not-for-profit organisation or the community sector in general.

Students new to the University of Waikato please also attach the following:

- Verified proof of New Zealand citizenship or permanent residence.
- Verified copy of your Academic transcript from your previous Tertiary Institution

Postgraduate Scholarship in Social Enterprise



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CONDITIONS

I understand that:

1. If I am offered and accept a Postgraduate Scholarship in Social Enterprise, 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. 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 shall 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:
