

▼ REGULATIONS FOR 2012

BACKGROUND

The University of Waikato has, for a number of years, offered these Scholarships to students studying at master's level. These Scholarships are designed to encourage research, especially in the form of 90- or 120-point theses, at the University. The Scholarship principally assists with course-related costs, and includes a contribution towards enrolment fees.

REGULATIONS

1. The awards shall be known as the University of Waikato Masters Research Scholarships.
2. Candidates for the Scholarship must be New Zealand citizens or permanent residents.
3. The chief aim of this Scholarship is to support research. Candidates are therefore expected to have applied to enrol, or to be planning to enrol, in a 90- or 120-point thesis as part of their first Master's degree at the University of Waikato.
4. Should a candidate's 90- or 120-point thesis not fall within a single 12-month period, the candidate is expected to apply for the Scholarship for the application round **preceding** the commencement of their research.
5. Retrospective funding of research is unlikely to be granted.
6. Scholarships are awarded on academic merit with a minimum grade point average of A⁻ expected for eligibility. Average grade calculations will be based on the equivalent of the applicant's last two years of full-time study. Where applicable, particular attention will be given to results from the candidate's 400-level and/or 500-level papers. Financial need may also be taken into consideration.
7. The selection of scholars will be made by the Scholarships Committee of the University of Waikato, on the basis of the written applications. All candidates will be advised in writing of the result of their application.
8. The Scholarship will have the value of up to \$12,000, of which up to \$3,500 is to be applied to tuition fees for the research component of the master's degree. The remainder (\$8,500 in the case of a full Scholarship) will normally be paid out in two instalments, the first after three months of study (or as soon as possible after the awarding of the Scholarship, should the recipient have already completed more than three months of study) and the second after seven months of study.



9. The tenure of the award is normally one year. When all or part of a recipient's research does not take place in a 12-month period, some or all payments may be delayed to better align them with the period(s) of research.
10. Recipients of this award must enrol in an approved programme of study within six months of accepting the Scholarship.
11. The Scholarship may be held together with any other bursary, prize, or student allowance unless the regulations of the other funding preclude this.
12. Should a student hold another fees scholarship, the University of Waikato Masters Research Scholarship will pay the balance of any fees (up to \$3,500); however, the student will forgo any unused balance of this Scholarship's fees component.
13. If, during the tenure of the Scholarship, a recipient's circumstances change in such a manner that their continued eligibility for the Scholarship may be affected, they must inform the Scholarships Committee (via the Scholarships Office) immediately.
14. By accepting a Scholarship, the recipient agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato.
15. The closing date for applications will be **31 October** and **30 April** annually.



▼ APPLICATION FORM 2012

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

Applications close at 5.00 pm on the due dates (**31 October** and **30 April** annually).

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.

Application documents should be printed single-sided on white paper, and fastened with a paper clip or bulldog clip.

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

Surname: _____ Given name(s): _____

University of Waikato ID Number: _____

POSTAL ADDRESS

For correspondence regarding this application

Street number and name: _____

Suburb: _____ Town/City: _____

Post code: _____ E-mail: _____

Home phone: _____ Cell phone: _____



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.

B. AT ANOTHER INSTITUTION

If you have studied at **any** other tertiary institution(s), please give details of the institution(s) and study undertaken.

You must attach verified copies of your academic transcripts from the other tertiary institution(s) attended. Please also attach grade scales where available.

STUDY INTENTIONS

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

Qualification: _____

Faculty/School: _____ Department: _____

Please outline the papers which you will complete for your Masters degree. Include the points value and enrolment period for each paper (e.g. MSYS593 – 90-point thesis (7/3/2012-28/2/2013) and MNGT501 – 30-point 'Research Methods' paper (5/1/2012-1/3/2012))

CURRENT ENROLMENT

Are you currently enrolled at the University of Waikato? (please tick the appropriate box)

Yes

No

If you have ticked 'no', you **must** arrange for the Chairperson of the School/Department in which you intend to enrol to submit comments on your eligibility to enrol for a master's degree. The Scholarships Office must receive these comments by the closing date for the award.



ACADEMIC REFEREE

Please provide the name and address of the person you have asked to forward a confidential reference to the Scholarships Office.

Your referee 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 master's degree programme.

Title and name of referee: _____

Address: _____

Telephone: _____ E-mail: _____

FINANCIAL SUPPORT

Have you applied for, or received, other funding for this programme of study? (please tick the appropriate box)

Yes

No

If 'yes', please name the funding provider(s) and indicate whether this funding has been confirmed

ATTACHMENTS

All applicants please attach the following to this application form:

- Verified copies of academic transcripts from any other tertiary institution(s) you have attended (please attach a grade scale if possible).

Students new to the University of Waikato please also arrange for the following documents to reach the Scholarships Office by the closing date:

- Verified proof of New Zealand citizenship or permanent residence (this can be attached to your application)
- The comments of the Chairperson of the Department in which you intend to enrol on your eligibility to undertake these master's degree studies (you must arrange for the document to be forwarded to the Scholarships Office by the closing date).

All applicants may also choose to attach:

- A one-page personal statement highlighting for the Committee any achievements (e.g. academic awards) or circumstances (e.g. illness that affected otherwise strong grades).



CONDITIONS

I understand that if I am offered a University of Waikato Masters Research 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 enrol in an approved programme of study within six months of accepting the Scholarship
- I am enrolled full-time in a masters degree programme at the University of Waikato in the year of tenure
- 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 University of Waikato Masters Research 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: _____



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 University of Waikato Masters Research 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 your reference to the applicant, it would be appreciated if you could send it directly to the following address (or e-mail it as an attachment to scholarships@waikato.ac.nz) by **31 October** (for Round 1 applications) or **30 April** (for Round 2 applications):

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

Referee's name: _____

Signature: _____

Date: _____