The Bartlett Scholarship was established in 2000 by the late Constance Bartlett (née Buckley), in memory of her husband John Bartlett. It is funded by interest earned on funds held by the University of Waikato. The purpose of the Scholarship is to provide financial support to a well-rounded first-year undergraduate Accounting student studying a degree programme offered by the Waikato Management School. One Scholarship will be offered each year.

1. **Eligibility**

1.1. To be eligible, candidates must:
   a) have achieved a minimum of Merit or Excellence in NCEA Level 2, or equivalent;
   b) be studying at NCEA Level 3 (or equivalent) towards University Entrance in the year prior to tenure;
   c) be intending to enrol full-time (a full-time academic year comprises **120 points**) in the first year of an undergraduate degree programme\(^1\) offered by the Waikato Management School at the University of Waikato for the first time\(^2\) in the year of tenure;
   d) be intending to enrol in at least one paper in Accounting in the year of tenure; and
   e) be a New Zealand citizen or permanent resident.

1.2. Candidates who are taking ONE ‘gap year’ in the year of application may also be considered, provided they meet the rest of the eligibility criteria, and have received both NCEA Level 2 and NCEA Level 3, with Excellence, or equivalent.

1.3. A Scholarship offer will be conditional upon the recipient gaining University Entrance, or equivalent, and enrolling full-time in the first year of an undergraduate degree programme at the Waikato Management School, with at least one paper in Accounting.

2. **Value and Tenure**

2.1. The value of the Scholarship will be **$1,500**.

2.2. The Scholarship will be paid directly into the recipient’s bank account in one lump sum in the year of tenure, after the withdrawal date for A Trimester, provided the recipient meets Clause 1.3.

2.3. The tenure of the Scholarship will be one calendar year (i.e. January to December inclusive).

3. **Application**

3.1. The closing date for online applications is **31 August each year**.

3.2. As part of the online application process, each candidate must submit:
   a) A Personal Statement (using the prescribed template) that sets out the following:

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1 This does not include diplomas, certificates, etc. However, candidates whose degree structure requires them to enrol in an alternative programme of study in the year of tenure can request special consideration by emailing scholarships@waikato.ac.nz.

2 Candidates who have undertaken Unistart papers at the University of Waikato are **not** excluded by this clause.
Achievements both in school and outside school:

Extracurricular activities;
Character traits and personal qualities; and
Any financial hardship and/or extraordinary personal circumstances.

b) A CV (no more than two A4 pages in length).

3.3. Each candidate must also request the submission of:

a) An online Academic Assessment which is to be completed by the candidate’s Secondary School Principal or their nominee; and

b) A reference attesting to the candidate’s character. The referee must not be an immediate member of the applicant’s family.

4. Selection Panel and Selection Criteria

4.1. The Selection Panel will comprise the Chairperson of the Department of Accounting (or nominee), an academic staff member from the Department of Accounting (appointed by the Waikato Management School’s Associate Dean (Academic)), and the Waikato Management School’s representative on the Scholarships Committee, in the Chair.

4.2. The Scholarship will be awarded on the basis of academic excellence, character and achievements in school, and the wider community, and extracurricular activities. Financial hardship and extraordinary personal circumstances may also be taken into consideration.

4.3. The Selection Panel will consider the applications, and may contact referees on a confidential basis for further relevant information.

4.4. The Selection Panel’s decisions are final and no further correspondence will be entered into following the selection meeting.

4.5. The Selection Panel may refrain from making a recommendation in any one year, if it finds no candidate of sufficient merit.

5. Other Conditions

5.1. Successful applicants will be advised of the offer of a Scholarship via their MyWaikato portal and must accept the offer by the prescribed date or the offer will lapse.

5.2. If a successful candidate declines a Scholarship, or does not take it up by the withdrawal deadline of A Trimester in the year of tenure, the Selection Panel reserves the right to offer the Scholarship to another candidate.

5.3. Recipients must remain enrolled full-time for the period of tenure. Should a recipient withdraw from any papers, without adding sufficient papers to maintain an overall enrolment in a minimum of 120-points for the academic year, the University may ask for the Scholarship to be repaid.

5.4. Recipients who accept this Scholarship are expected to complete at least four trimesters of study at the University of Waikato. Those who withdraw their enrolment before the end of this period will normally be required to pay back the full sum of monies received.

5.5. The Scholarship may not be held in conjunction with the Buckley Scholarship nor Brian Smith Memorial Entrance Scholarship, but may be held in conjunction with any other scholarship, award or prize, unless the conditions of the other award preclude this.
5.6. In accepting the Scholarship, the recipient will be deemed to have read, understood, and accepted the conditions of the Scholarship and the Scholarships Policy.

5.7. The Scholarships Committee may terminate this Scholarship at any time, and recoup any funds disbursed, if the holder withdraws from the University of Waikato, brings the Scholarship, University or Sponsor into disrepute\(^3\), or is otherwise not complying with the conditions governing the Scholarship and/or the regulations of the University of Waikato. The holder of a Scholarship shall have the right to appeal to the Scholarships Executive against any decision to terminate the Scholarship.

5.8. By accepting a Scholarship, the recipient agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato.

5.9. The Scholarships Committee has the power to amend or vary these regulations, provided that there is no departure from the main purpose of the Scholarship.

\(^3\) See Code of Student Conduct.