The WSU John Houstoun Memorial Award was established in 1993 with donations from the University of Waikato, Waikato Students’ Union, New Zealand University Students’ Association, relatives, and staff/students of the University as a memorial to John Houstoun, an outstanding President of the WSU in 1993 until his death in a car accident on 9 July 1993.

1. **Purpose**
   1.1. The purpose of the WSU John Houstoun Memorial Award is to celebrate outstanding academic diligence and contribution to the student, cultural and sporting life of the University of Waikato.

2. **Eligibility**
   2.1. This Award is open to New Zealand citizens, permanent residents and international students.
   2.2. To be eligible, applicants must:
       a) have **completed at least 120 points of study towards their degree at the University of Waikato**, at the time of application, and
       b) be enrolled part- or full-time in the second year or above of their qualification at the University of Waikato.
   2.3. The Scholarship is open to New Zealand citizens, permanent residents and international students.
   2.4. Current members of the Waikato Students’ Union Executive, or employees of the Waikato Students’ Union who hold a fixed-term or continuing contract, are not eligible to apply for this Award.

3. **Value**
   3.1. The value of the Award will be **up to $2,500** and will be paid in one lump sum directly to the recipient.
   3.2. It is expected that the Award will be used to help defray course and living costs.

4. **Application**
   4.1. The closing date for applications is **30 May**.
   4.2. Applicants must include the following information with their applications:
       a) a brief CV (no more than 4 A4 pages in length), and
       b) a personal statement addressing the selection criteria outlined in clause 5.1.
       c) one character reference (supporting their contribution to the student/cultural/sporting life of the University), and
d) one academic reference (supporting their academic diligence) to be sent directly to the Scholarships Office.

5. Selection Criteria

5.1. Selection will be based on the applicants’ academic achievement and contribution to the student, cultural and sporting life of the University.

6. Selection Panel

6.1. The Selection Panel will comprise the President of the Waikato Students’ Union (in the Chair), the Vice President of the Waikato Students’ Union, one Director of the Waikato Students’ Union as nominated by the President, and a representative of the University of Waikato Scholarships Committee (as nominated by the Chair of the Scholarships Committee).

6.2. The Selection Panel’s decision is final and no correspondence will be entered into following the selection meeting.

7. Awarding

7.1. The Award will have a maximum tenure of one year.

7.2. Applicants may receive the Award on one occasion only.

7.3. On the recommendation of the Selection Panel, the Award may be shared.

7.4. All applicants will be notified of the outcome of their application as soon as practicable following the selection meeting.

8. Other Conditions

8.1. The Award may not be held together with the WSU Scholarship for Cultural Contribution or the WSU Sole Parent/Caregiver Award but may be held with any other bursary, prize or student allowance, unless the conditions of the other award preclude this.

8.2. The Scholarships Executive may terminate an Award at any time, and recoup any funds awarded, if it is not satisfied that the recipient is following the required programme or is not otherwise complying with the conditions governing the Award and/or the regulations of the University of Waikato. The recipient of an Award shall have the right to appeal to the appropriate University Committee¹ against any decision to terminate the Award.

8.3. By accepting an Award, the recipient agrees to participate in any publicity concerning the Award arranged by the Waikato Students’ Union or the University of Waikato, and agrees to attend a presentation ceremony to collect the Award.

¹ Student appeals for University of Waikato Awards granted for undergraduate or completely taught postgraduate level study should be made to the Education Committee; student appeals for research level study (e.g. Masters) should be made to the Research Committee.