The University of Waikato Research Masters Scholarship (formerly the University of Waikato Masters Research Scholarship) was established in 1997 as part of the University’s commitment to graduate research. The Scholarship supports students undertaking a master’s thesis at the University of Waikato. The number offered each year is based primarily on the total pool of funding available.

1. Purpose
   1.1. The Scholarship provides financial support for excellent students undertaking a master’s thesis in any discipline at the University of Waikato.

2. Eligibility and Selection Criteria
   2.1. Applicants must be enrolled, or intending to enrol, full-time\(^1\) in a 500-level thesis of 90-points or more\(^2\) as part of their first master’s degree.

   2.1.1. **Applicants must apply in the correct round to be considered:**

       i. Those who apply in **Round 1, closing on** the 31 October, must commence their thesis between 01 November in the year of application and 30 April in the year following application.

       ii. Those who apply in **Round 2, closing on** the 30 April must commence their thesis between 01 May and 31 October in the year of application.

   2.1.2. **See Clause 2.5 for more conditions of ongoing eligibility.**

   2.2. Applicants must have had contact with a potential University of Waikato master’s thesis supervisor, and include their name during application. The potential supervisor may be asked to confirm.

   2.3. The Scholarship is open to New Zealand citizens, permanent residents, and international students.

   2.3.1. International students must have completed at least 120-points of study at a New Zealand university (by the closing date for the round for which they are applying) in order to be eligible for this Scholarship.

   2.4. Selection of candidates will be based upon:

   2.4.1. Academic merit, with a minimum Grade Point Average (GPA) of A- expected. GPA calculations will be based on the applicant’s most recent 240 points of study (the equivalent of two years full-time study). Where applicable, particular attention will be given to results from the applicant’s 400-level and/or 500-level papers.

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\(^1\) The thesis should usually be completed within a 12-month period, although dispensation will be made in cases where the applicant is concurrently enrolled in a number of additional papers or two programmes of study.

\(^2\) Zero-point enrolments do not qualify. Before applying for this Scholarship, please seek programme advice from your Division/School/Faculty.
2.4.2. Other factors that may also be taken into consideration are: experience of the candidate (e.g., references, prior research and work experience, publications), knowledge of Mātauranga Māori and/or Pacific knowledges, alignment with research priorities of Divisions/Faculties/Schools and Research Institutes, financial hardship and the strategic objectives of the University.

2.4.3. Preference may be given to applicants who have not yet commenced their master’s thesis enrolment.

3. Value, Tenure, Awarding, and Conditions for Scholarship Maintenance

3.1. The Scholarship will have a value of up to $15,000.

3.2. Recipients may be offered a Tier 1 or Tier 2 scholarship as follows:

3.2.1. **TIER 1** - The amount awarded will be calculated on the points value of the applicant’s thesis paper with $15,000 awarded to 120-point theses or $12,000 for 90-point theses. Payments will be made as follows:
   a. $5,500 which will be applied directly to the tuition fees (not including Student Services Levy) of the master’s programme once enrolment in the thesis paper has been confirmed.
   b. The remainder of the Scholarship will be paid directly into the recipient’s bank account in equal monthly instalments with the final instalment to be withheld and paid on submission of the master’s thesis (See also clause 2.4). Final instalments will lapse if the thesis is not submitted by the due date of their thesis paper enrolment.

3.2.2. **TIER 2** - $5,500 towards the tuition fees of the master’s programme credited directly towards the tuition fees (not including Students Services Levy) of their master’s programme. The tuition fees credit will be actioned at the time of the recipient’s confirmed enrolment in their thesis paper.
   a. If the recipient’s tuition fees for their master’s programme are less than the tuition fees component of the Scholarship ($5,500), the recipient will forgo any unused balance of the tuition fees component.

3.3. The tenure of the Scholarship is 12 months. However, when all or part of a recipient’s research does not take place within a 12-month period, some or all of their payments may be delayed to better align them with the period(s) of research.

3.4. The thesis should usually be completed within a 12-month period, although dispensation will be made in cases where the applicant is concurrently enrolled in a number of additional papers or two programmes of study.
3.5. The offer of a Scholarship must be accepted by the date indicated in the offer, or the offer will lapse. The offer of a scholarship will be conditional on:

3.5.1. Confirmation that the candidate has a UOW supervisor in place for their master’s thesis.

3.5.2. Successful applicants beginning their thesis enrolment of 90-points or more within six months of the closing date of the round in which they applied. To be clear:
   a. Those who apply in the 31 October round must commence their thesis by 30 April in the year following application.
   b. Those who apply in the 30 April round must commence their thesis by 31 October in the year of application.

3.6. Recipients must enrol in a thesis of 90-points or more\(^3\) within six months of the closing date of the round in which they applied. The official start date of their thesis paper enrolment must also be within six months of the closing date of the round in which they applied, or the Scholarship offer will lapse.

3.7. Recipients wishing to change their enrolment (e.g., suspension, part-time, reduction in thesis points) must seek approval from the Scholarships Committee (via the School of Graduate Research).

3.7.1. Changes in enrolment may affect Scholarship eligibility which could necessitate the University to recoup awarded funds. See also Clause 6.4.

3.7.2. Recipients who increase their thesis points after the scholarship has been applied will not be eligible for an increase in Scholarship value.

4. Application

4.1. The closing dates for applications are **31 October (for Round 1)** and **30 April (for Round 2)** annually.

4.1.1. As part of the online application process, each candidate must submit:
   a. a Personal Statement (using the template provided) that outlines:
      a. motivation for enrolling a masters degree;
      b. an outline of the proposed research topic;
      c. future study and career plans;
      d. any significant achievements; and
      e. any other relevant details such as financial hardship, knowledge of Mātauranga Māori and/or Pacific knowledges.
   b. a CV (maximum two A4 pages in length) detailing and prior research experience, employment history and any publications (if applicable).
   c. As part of the application process, the candidate must also request an academic reference from either their (proposed) master’s thesis supervisor or a member of the academic staff at the institution at which

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\(^3\) Zero-point enrolments do not qualify. Before applying for this Scholarship, please seek programme advice from your Division/School/Faculty.
they obtained the qualification that defines their eligibility to enter the master’s programme.

5. **Selection Panel and Process**
   
   5.1. The selection panel is the University of Waikato Scholarships Committee.
   
   5.2. Applications will first be ranked by a selection committee appointed by the relevant academic area. Rankings will be organised by the Scholarships Committee representative for that academic area and signed-off by the PVC.
   
   5.3. The selection panel will consider the rankings and confirm recipients at meetings held in **November/December (for Round 1)** and **June each year (for Round 2)**.
   
   5.4. The Selection Panel may refrain from making any offers if it finds no candidate(s) of sufficient merit.
   
   5.5. The Selection Panel’s decision is final and no correspondence will be entered into following the selection meeting.

6. **Other Conditions**
   
   6.1. The Scholarship may be held in conjunction with a University of Waikato Taught Postgraduate Scholarship. It may also be held with any other scholarship or award, provided that the regulations of the other funding do not preclude this.
   
   6.2. Should the recipient hold another University of Waikato fees scholarship for their master's programme, the Research Masters Scholarship will pay the balance of any tuition fees (up to $5,500); however, the recipient will forgo any unused balance of the tuition fees component of the Research Masters Scholarship.
   
   6.3. 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 School of Graduate Research immediately.
   
   6.4. Recipients are not eligible to receive Scholarship funds during periods of suspension of enrolment for any reason including suspension related to parental, medical or compassionate leave.
   
   6.5. In accepting the Scholarship, the recipient will be deemed to have read, understood, and accepted the conditions of the Scholarship and the Scholarships Policy.
   
   6.6. The Scholarships Executive may terminate a Scholarship at any time, and recoup any funds disbursed, if the holder withdraws from the University of Waikato during the tenure of the Scholarship, brings the Scholarship or the University into disrepute⁴, or is otherwise not complying with the regulations governing the Scholarship. The holder of a Scholarship will have the right to appeal to the Research Committee against any decision to terminate the award.
   
   6.7. By accepting a Scholarship, the recipient agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato.

⁴ See Code of Student Conduct.
6.8. In consultation with the University, these regulations may be varied from time to time, provided that there is no departure from the main purpose of the Scholarship.