The Michael Caiger Memorial Scholarship was established in recognition of the high regard in which academic education was held by Michael Caiger. The purpose of the Michael Caiger Memorial Scholarship is to provide financial assistance to students who demonstrate academic potential to further their studies, where this potential might otherwise not be realised due to financial constraints.

1. **Eligibility**

1.1. To be eligible, applicants must:

1.1.1. be currently enrolled full-time in a Bachelor of Arts (BA) or Bachelor of Social Sciences (BSocSc) in the Division of Arts, Law, Psychology, & Social Sciences (ALPSS) at the University of Waikato, at second year or above;

1.1.2. have been enrolled full-time, for the full year, at the University of Waikato in the year preceding their application;

1.1.3. be enrolling full-time in a BA or BSocSc (or a BA(Hons) or BSocSc(Hons) in ALPSS in the year following application; and

1.1.4. be a New Zealand citizen or permanent resident.

1.2. While students studying any BA or BSocSc subject are eligible to apply, preference may be given to applicants studying History or International Relations; these were Michael Caiger's passions.

2. **Value**

2.1. For 2020, the Scholarship will have a value of **up to $7,500**: and will normally comprise a fees credit of $5,000 and $2,500 to be paid directly to the recipient.

2.1.1. The Scholarship will be paid in the year following application.

2.2. In exceptional circumstances the Scholarship may be shared, with the tuition fee credits and cash payments amended in line with the value of the award.

2.3. The amount offered for this Scholarship is at the discretion of the Selection Panel, and will be based on criteria such as, but not limited to, total available funding, grades, financial need, number of credits enrolled in, number of applicants, and period of enrolment.

3. **Application**

3.1. The Scholarship will normally be offered in alternate years (e.g. 2020, 2022). If no award is made in a particular year, the Sponsor or their nominee may, at their discretion, offer the Scholarship in the following year.

3.2. The closing date for online applications is **30 September 2020**.

3.3. As part of the online application process, each applicant must:

3.3.1. Complete and upload the prescribed Personal Statement form that includes (but is not limited to) the following subheadings:

- Area of study;
- Reasons for study interests;
- Future study and employment plans;
- Community involvement; and
- Financial circumstances.

3.3.2. Upload a brief CV (maximum four A4 pages);

3.3.3. Request the submission of two reference letters (one academic reference, and one character), as stipulated in the online application.
4. Selection Criteria
4.1. In selecting a recipient, the Selection Panel will take particular note of academic merit, financial need, and the applicant’s vision for their field of study. Other criteria focused on may include area of study, future study and employment plans, and community involvement.

5. Selection Panel
5.1. The Selection Panel will comprise the Division of Arts, Law, Psychology, and Social Sciences representative to the Scholarships Committee, one Chair of School \(^1\) (from Arts, Social Sciences, or Psychology), and the Sponsor, or nominees.
5.2. Short-listed applicants will be required to attend an interview with the Selection Panel.
5.3. The Selection Panel may refrain from making a recommendation if it finds no applicant of sufficient merit.
5.4. The Selection Panel’s decisions are final and no correspondence will be entered into following the communication of the Panel’s decision.

6. Awarding and Tenure
6.1. All applicants will be advised via email of the outcome of their application.
6.2. The Scholarship will be awarded by the Scholarships Committee on the recommendation of the Selection Panel.
6.3. A Scholarship offer will be conditional on the recipient enrolling in an appropriate programme of study in the year of tenure.
6.4. A successful applicant will be advised of the Scholarship offer; they must accept the offer by the prescribed date, or the offer will lapse.
   6.4.1. If a candidate declines a Scholarship, or does not take it up, the Selection Panel may offer the Scholarship to another applicant.
6.5. The Scholarship will be tenable for one year.

7. Other Conditions
7.1. The Scholarship may be held with any other bursary, scholarship, or award, provided the regulations of the other award permit.
7.2. By accepting the Scholarship, the recipient agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato. A recipient may also be required to attend a presentation event.
7.3. The Scholarships Committee may terminate a Scholarship at any time, and recoup any funds awarded, if the recipient withdraws from the University, brings the scholarship programme or the University into disrepute \(^2\), or is otherwise not complying with the regulations and conditions governing the Award and/or the regulations of the University of Waikato. The recipient of a Scholarship will have the right to appeal to the Education Committee against any decision to terminate the award.
7.4. In consultation with the University, Division, and Sponsor, and with the consent of the Sponsor or their nominee, these regulations can be varied from time to time, provided there is no departure from the main purpose of the Scholarship.

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\(^1\) The Division of Arts, Law, Psychology, and Social Sciences representative to the Scholarships Committee will nominate a Chair of School for the Selection Panel.

\(^2\) See Student Code of Conduct.