

1. Purpose

As part of our commitment to postgraduate research, the University of Waikato provides Doctoral Scholarships for students to undertake a doctoral degree at the University of Waikato.

2. Eligibility Criteria

- 2.1. The Scholarship is open to New Zealand citizens, permanent residents, and international students.
- 2.2. Doctoral Scholarships are open to students enrolling in a Doctor of Philosophy (PhD), Doctor of Musical Arts (DMA), Doctor of Education (EdD), or Doctor of Juridical Science (SJD).
- 2.3. A candidate will normally be seeking to obtain their first doctoral qualification.
- 2.4. Candidates should normally be intending to study **full-time** at the University of Waikato.
 - 2.4.1. Candidates who have socially compelling reasons for enrolling in part-time study (e.g. illness, disability, parent or carer responsibilities) may apply to the Scholarships Executive for permission to be awarded a Scholarship on a part-time basis. The candidate should outline the reasons for the request in their Statement of Research Interest, and provide appropriate evidence of the need to study part-time. These requests will be considered on a case-by-case basis.
 - 2.4.2. During any period of part-time enrolment, the value and duration of a recipient's Scholarship would be adjusted on a pro rata basis.
 - 2.4.3. Candidates will not be granted permission to hold a University of Waikato Doctoral Scholarship on a part-time basis if they wish to undertake full-time paid employment or substantial part-time employment (see Regulation 9).
 - 2.4.4. Recipients are required to change to full-time enrolment if a change in their circumstances means they no longer qualify to hold the Scholarship on a part-time basis.
- 2.5. Candidates employed by the University of Waikato will not normally be eligible for the Scholarship.
 - 2.5.1. Employment as a sessional assistant, or similar, may be permitted, provided the hours worked do not contravene Regulation 9.

3. Application

- 3.1. Applications will be considered in three rounds a year. Candidates must submit a complete Application to Enrol by **31 January**, **31 May**, or **30 September** in order to be considered.
- 3.2. As part of their [Application to Enrol](#) in a doctoral degree at the University of Waikato, candidates will have the opportunity to request that they be considered for a University of Waikato Doctoral Scholarship.
 - 3.2.1. A University of Waikato Doctoral Scholarship may only be applied for as part of the Application to Enrol; an application for this Scholarship will not be considered outside of the rounds listed in clause 3.1.

- 3.3. Current doctoral candidates who have not gained a University of Waikato Doctoral Scholarship may, in exceptional circumstances, be nominated by their Faculty for consideration for a reduced-tenure Scholarship.
 - 3.3.1. Nominated candidates will have reached [Confirmed Enrolment](#), and have already proven themselves to be outstanding doctoral scholars, e.g. they will have achieved a significant accomplishment such as a publication.
 - 3.3.1.1. Preference will be given to candidates who are in their first year of full-time doctoral studies.
 - 3.3.2. Nominated candidates will be invited to complete specific documents to support their nomination.
 - 3.3.3. Candidates may only be nominated once during their enrolment in the doctoral degree.

4. Value

- 4.1. The value of the Scholarship shall be a living allowance of up to \$22,000 per annum, payable in monthly instalments, and the domestic tuition¹ fees for enrolment in the PhD, DMA, EdD, or SJD programme during the term of the Scholarship.
 - 4.1.1. The living allowance will be paid on a pro-rata basis for approved part-time students.
- 4.2. A thesis preparation grant of up to \$400 is available to assist with thesis printing costs provided the thesis is submitted within four years of the commencement of doctoral enrolment.

5. Selection

- 5.1. Academic merit will be a primary criterion of selection, with a minimum grade average of A- (over the previous two years of full-time study) expected for eligibility.
- 5.2. Other factors taken into consideration include; references, prior research and work experience, and publications.
- 5.3. Applications are ranked by The Postgraduate Research Committee of the Faculty by which they are being considered for an Offer of Place.
- 5.4. The University of Waikato Scholarships Executive, chaired by the Deputy Vice-Chancellor Research, will consider the rankings and offer awards to successful candidates.
- 5.5. The Scholarships Executive's decision is final; no further correspondence will be entered into following the selection meeting.

6. Awarding

- 6.1. Successful candidates will be advised in writing of the outcome of their request to be considered for a Scholarship at, or close to, the time that they are advised of the outcome of their Application to Enrol.
 - 6.1.1. The offer of a University of Waikato Doctoral Scholarship must be accepted within one month of the offer being made. If it is not accepted within this timeframe, the Scholarship offer will lapse.
 - 6.1.2. The offer of a University of Waikato Doctoral Scholarship (that has been accepted as per clause 6.1.1 above) will remain valid as long as the associated Offer of Place in a PhD, DMA, EdD, or SJD programme is also valid.
 - 6.1.3. Not all students given an Offer of Place in a PhD, DMA, EdD, or SJD programme will be offered a University of Waikato Doctoral Scholarship.
- 6.2. A Scholarship may only be taken up by a candidate who has formally completed the entry qualifications for, and enrolled in, a PhD, DMA, EdD, or SJD programme.

¹ The Scholarship **does not** cover the other enrolment fees, for example the Student Services Levy.

- 6.3. By accepting the offer of a Scholarship, the candidate agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato.

7. Tenure

- 7.1. The total term of the Doctoral Scholarship will not exceed three years of full-time doctoral enrolment (or equivalent for part-time study).
 - 7.1.1. For candidates enrolling in an EdD or SJD programme, the tenure of the Doctoral Scholarship will begin on the same date that they commence their Part 1 EdD or SJD enrolment.
- 7.2. Should a recipient submit their thesis for examination during the Scholarship period (and provided the candidate remains enrolled), the Scholarship will end after its full term *or* upon the recipient's completion of doctoral study, whichever is the earlier date. Completion occurs when the Postgraduate Research Committee recommends the awarding of the degree.

8. Co-tenure

- 8.1. The recipient must advise the Scholarships Executive (via the School of Graduate Research Scholarships team), in writing, of any other awards they receive during the tenure of a University of Waikato Scholarship.
- 8.2. The recipient may hold lower-value awards, provided the combined value of all other awards does not exceed fifty per cent of the living allowance of the Doctoral Scholarship in any one year.
- 8.3. If offered an award with a higher-value than a University of Waikato Doctoral Scholarship, which also allows co-tenure, the recipient may apply to the Scholarships Executive for permission to receive the additional funding while retaining up to fifty per cent of the current living allowance of the University of Waikato Doctoral Scholarship. Applications will be considered on a case-by-case basis.

9. Employment

- 9.1. Scholarship recipients will not be permitted to undertake paid employment that exceeds an annual average of fifteen hours per week. This applies to **all** scholars, full-time and part-time.
 - 9.1.1. Permission to exceed fifteen hours per week must be sought from the Scholarships Executive and will only be approved in exceptional circumstances and for limited periods of time.

10. Other Conditions

- 10.1. If a recipient's circumstances change in a manner which may affect their continued eligibility for this award, the recipient must inform the Scholarships Executive immediately. Any change of circumstances will be assessed on a case-by-case basis.
- 10.2. Recipients are not eligible to receive Scholarship funds during periods of suspension of doctoral enrolment. In the cases of overpayment, the Scholarships team will work with the recipient to recoup the funds.
- 10.3. If, while in receipt of a Doctoral Scholarship, the candidate withdraws from their enrolment, or their enrolment is terminated, the Scholarship will cease and any overpayments will be recouped.
 - 10.3.1. If a former recipient is subsequently awarded another University of Waikato Doctoral Scholarship, they will only be eligible for the outstanding amount remaining of the original Scholarship awarded.
- 10.4. The Postgraduate Research Committee will provide advice and recommendations to the Scholarships Executive in regards to Progress Reports of Scholarship recipients that identify performance that is below expectations.

10.5. A Scholarship may be terminated if the recipient:

10.5.1. Is not meeting expectations in their doctoral Progress Reports;

10.5.2. Is not following the approved programme of study; or,

10.5.3. Brings the University into disrepute², or otherwise does not comply with the regulations governing the Scholarship.

10.6. The Scholarship holder shall have the right to appeal to the Research Committee against any decision to terminate the award.

10.7. The University of Waikato may, from time to time, vary these regulations.

² See the [Student Code of Conduct](#).