BACKGROUND

The Michael Caiger Memorial Scholarship was established in recognition of the high regard in which academic education was held by Michael Caiger.

1. Purpose

1.1. 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.

2. Eligibility

2.1. To be eligible, applicants must:

2.1.1. be enrolled full-time in a Bachelor of Arts (BA) or Bachelor of Social Sciences (BSocSc) in the Faculty of Arts and Social Sciences at the University of Waikato, at second year or above;

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

2.1.3. be a New Zealand citizen or permanent resident.

2.2. 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.

3. Value

3.1. The Scholarship will have a value of up to $5,000, and will normally be paid to the recipient in two equal instalments of up to $2,500.

3.1.1. The first instalment will be paid directly to the recipient in the form of a cheque, after the withdrawal date for A Semester has passed.

3.1.2. The second instalment, normally paid directly to the recipient in the form of a cheque after the withdrawal date for B Semester has passed, is conditional on the recipient passing all of their A Semester papers.

3.2. In exceptional circumstances the Scholarship may be shared and instalments amended in line with the value of the award.

4. Application

4.1. The Scholarship will normally be offered every alternate year (e.g. 2018, 2020); however, if no award is made in a particular year, the Sponsor or their nominee may, at their discretion, offer the Scholarship again in the following year.

4.2. Applications must be received on the prescribed online form by 15 April.

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

4.3.1. Complete and upload the prescribed Personal Statement form that includes (but is not limited to) the following subheadings:
Area of study;
Previous experience;
Future study and employment plans;
Community involvement; and
Financial circumstances.

4.3.2. Upload a brief CV (maximum four A4 pages);
4.3.3. Request the submission of two reference letters (one academic reference, and one character), as stipulated in the online application.

5. Selection Criteria
5.1. 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.

6. Selection Panel
6.1. The Selection Panel will comprise of the Faculty of Arts and Social Sciences representative to the Scholarships Committee, one Chair of School¹ (from Arts, Social Sciences, or Psychology), and the Sponsor, or nominees.
6.2. Short-listed applicants will be required to attend an interview with the Selection Panel.
6.3. The Selection Panel may refrain from making a recommendation if it finds no applicant of sufficient merit.
6.4. The Selection Panel's decisions are final and no correspondence will be entered into following the communication of the Panel's decision.

7. Awarding and Retention
7.1. All applicants will be advised via email of the outcome of their application.
7.2. The Scholarship will be awarded by the Scholarships Committee on the recommendation of the Selection Panel.
7.3. The successful applicant will be advised of the offer of a Scholarship in writing, and must return their acceptance form by the prescribed date. If a candidate declines a Scholarship, or does not take it up, the Selection Panel may offer the Scholarship to another applicant.
7.4. The Scholarship will be tenable for one year.

8. Other Conditions
8.1. The Scholarship may be held with any other bursary, scholarship, or award, provided the regulations of the other award permit.
8.2. By accepting the Scholarship, the recipient agrees to participate in any reasonable publicity concerning the Scholarship arranged by the University of Waikato.
8.3. The Scholarships Committee may terminate a Scholarship at any time, and recoup any funds awarded, if it is satisfied that the recipient is not following the required programme or is not otherwise complying with the regulations governing the Scholarship and/or 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.
8.4. With the consent of the Sponsor or their nominee, the University may from time to time vary these regulations.

¹ The Faculty of Arts and Social Sciences representative to the Scholarships Committee will nominate a Chair of School for the Selection Panel.