

BACKGROUND

Established in 2022, the *University of Waikato Certificate of University Preparation Bursary* (hereafter Award) recognizes the University's commitment to supporting students to gain an undergraduate degree.

The Award is offered to all domestic students with an Offer of Place on the Certificate of University Preparation (CUP) and provides \$2,500 towards tuition or accommodation fees only, once the student enters into undergraduate study. The Award is not transferable, and no application is required.

REGULATIONS

1. The Award will be known as the "*University of Waikato Certificate of University Preparation Bursary*"
2. **To be eligible** to receive an offer, candidates must:
 - a. be eligible for domestic fees status (i.e., be a NZ Citizen, NZ Permanent Resident, NZ Resident Class Visa holder, or Australian Citizen/Permanent Resident domiciled in NZ).
 - b. be offered a place in the Certificate of University Preparation.
3. **To maintain eligibility** recipients must:
 - a. complete the Certificate of University Preparation in the first year of offer¹ and
 - b. be accepted into and enrol full-time² (a full-time academic year comprises 120 points) in an undergraduate degree programme³ at the University of Waikato for the first time⁴ in the next available intake after completing the CUP programme. For clarity the next available intake is as follows:
 - i. CUP completed in A trimester must enrol in an undergraduate degree programme in B Trimester in same year.
 - ii. CUP completed in B trimester must enrol in an undergraduate degree programme in C Trimester of same year, or A Trimester of the following year.
 - iii. CUP completed in C Trimester must enrol in an undergraduate degree programme in A trimester immediately after C Trimester.

¹ Completion of all four CUP papers are expected for eligibility, however students who are granted entry to undergraduate study on completion of fewer than 4 CUP papers will be recognised as eligible.

² Students with compelling reasons to study part-time (e.g., medical conditions) should submit a variation request seeking approval for part-time study, noting that it may not be approved.

³ This does not include diplomas or certificates. However, where a recipient's degree structure requires them to enrol in an alternative programme of study in their first year as a pathway they can request special consideration by submitting a scholarship variation request at <https://www.waikato.ac.nz/study/scholarships/scholarship-variation-request-form/>

⁴ Candidates who have undertaken Unistart papers at the University of Waikato are not excluded by this clause

- c. see also clause 4b of the regulations for maintenance of Award eligibility in the case of those whose scholarships are deferred to tuition fees.
- 4. The value of the Award is **\$2,500** and recipients may choose to use the Award towards one of the following:
 - a. accommodation in the [University Halls of Residence](#), or
 - b. tuition fees, only.
 - i. If a recipient is eligible for Fees-Free under the NZ Government's Fees-Free Tertiary Education Policy during the year of tenure then the amount will be credited to the recipient's University of Waikato tuition fees for the next trimester where Fees-Free doesn't apply.
 - ii. Note that, **to maintain eligibility to the first trimester where fees-free does not apply recipients** are required to pass all undergraduate papers while on fees-free and maintain all other eligibility requirements
 - iii. If a recipient is not eligible for Fees-Free under the NZ Government's Fees-Free Tertiary Education Policy during the year of tenure of this Scholarship, then the Scholarship will be credited to the recipient's University tuition fees.
- 5. The Award will be applied after the recipient has successfully met the CUP requirements to be granted entry into their undergraduate study, and before the Trimester withdrawal date of the first Trimester that the recipient begins their undergraduate degree; where tuition fees are selected, this will be the first Trimester not covered by Fees-Free.
- 6. The tenure of the Award is 12 months even if a recipient's Fees-Free status spreads the processing of the Award over more than one calendar year.
- 7. Candidates will be advised of the offer of an Award via their MyWaikato portal and must accept the offer by the prescribed date or the offer will lapse.
- 8. In accepting the Award, the recipient will be deemed to have read, understood, and have accepted the conditions of this Award, and the [Scholarships Policy](#).
- 9. The Scholarships Committee has the power to amend or vary these regulations provided that there is no departure from the main purpose of the Award.
- 10. The Scholarships Committee may terminate this Award at any time, and recoup any funds disbursed, if the holder withdraws from the University of Waikato, brings the Award or the University into disrepute⁵, or is otherwise not complying with the conditions governing the Award and/or the regulations of the University of Waikato.
- 11. The holder will have the right to appeal against any decision to terminate an Award by [submitting an enquiry](#) to the Scholarships Team who will forward the appeal to the Scholarships Executive.

⁵ See [Code of Student Conduct](#).

AWARD SPECIFICS

1. The Award cannot be held in conjunction with *any other* University of Waikato funded tuition or accommodation fees scholarship, award, discount or bursary.
2. If a recipient is in receipt of a student allowance, another scholarship, or any type of financial assistance, it is their responsibility to check their entitlement to other income and any tax implications.
3. A student who withdraws from the University may (under the provisions of the Fees Regulations) apply for a refund of enrolment fees paid that were not covered by the Award. The Award, however, is not refundable to the student under any circumstances.
4. Candidates must remain enrolled full-time (a full-time academic year comprises 120 points) for the tenure of the award, unless a variation request for part-time study has been approved.
5. Should the student withdraw from any papers, without adding sufficient papers to maintain an overall enrolment in 120-points, the Award must be repaid in full.
6. Recipients of the Award agree to participate, if required, in any promotional activity and events organised by the University of Waikato during the tenure of the Award.