

The WSU John Houstoun Memorial Award was established in 1993 with donations from the University of Waikato, Waikato Students' Union, New Zealand University Students' Association, and relatives and staff / students of the University as a memorial to John Houstoun. John was an outstanding President of the WSU in 1993 until his death by car accident on 9 July of that year. The award is funded by these donations, and additional funds provided each year by the Waikato Students' Union (WSU) and University of Waikato Student Services. The donations are anticipated to fund the award till 2085 with one award to be made annually.



1. Purpose

- 1.1. The purpose of the Award is to celebrate outstanding academic diligence (e.g., ongoing excellence; continuing improvement) coupled with contribution of the student to cultural and/or sporting life at the University of Waikato.

2. Eligibility and Selection Criteria

- 2.1. **To be eligible**, applicants must meet all following criteria:
 - 2.1.1. have **completed at least 120-points** (i.e., one full-time year of academic study) towards their degree at the University of Waikato, at the time of application.
 - 2.1.2. be enrolled (part- or full-time) in the second year or above of their qualification at the University of Waikato.
 - 2.1.3. 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).
- 2.2. **Students who are not eligible to apply include:**
 - 2.2.1. current members of the Waikato Students' Union Executive, or employees of the Waikato Students' Union who hold a fixed-term or continuing contract.
 - 2.2.2. previous recipients of the award (the award may be held only once).
- 2.3. **Selection will be based on:**
 - 2.3.1. academic achievement(s).
 - 2.3.2. contributions from the student towards the cultural and/or sporting life of the University.

3. Value, Tenure and Awarding

- 3.1. The Award will have a value of **\$2,500** and will be paid directly into the recipient's bank account in one lump sum as soon as practicable after acceptance.
- 3.2. It is expected that the funds will be used to help defray course and living costs.
- 3.3. The Award has a maximum tenure of one year.
- 3.4. The successful applicant will be advised of the offer of Award via their MyWaikato portal and must accept the offer by the prescribed date or the offer will lapse.

4. Application

- 4.1. The closing date for applications is **31 May annually**.
- 4.2. As part of the online application process, each applicant must complete the following:
 - 4.2.1. A personal statement that outlines:
 - a) academic diligence.
 - b) contribution to the student, cultural and/or sporting life of the University.
- 4.3. As part of the application process, applicants must also:
 - 4.3.1. provide a brief CV (no more than two A4 pages in length).
 - 4.3.2. request submission of two references from two different people who are **not family members**, and who can confirm/provide:
 - a) A statement about the applicant's academic diligence
 - b) A character reference supporting the applicant's contribution to the student/cultural/sporting life of the University).

5. Selection Panel

- 5.1. The Selection Panel will comprise a representative of the University of Waikato Scholarships Committee (as nominated by the Chair of the Scholarships Committee) in the Chair, the President of the Waikato Students' Union, the Vice President of the Waikato Students' Union, one Director of the Waikato Students' Union (nominated by the President) and the General Manager of the Waikato Students' Union.
- 5.2. The Selection Panel may refrain from making a recommendation if it finds no applicant of sufficient merit.
- 5.3. The Selection Panel's decision is final, and no correspondence will be entered into following the selection meeting.

6. Other Conditions

- 6.1. The Award may not be held together with any other WSU awards, but may be held with other scholarships, awards or prizes, unless the conditions of the other preclude this.
- 6.2. In accepting the offer, the recipient will be deemed to have:
 - 6.2.1. read, understood, and accepted the conditions of the Scholarship and the [Scholarships Policy](#).
 - 6.2.2. agreed to participate in any publicity concerning the Award arranged by the WSU or the University of Waikato.
 - 6.2.3. agreed to be contacted directly by staff of the WSU regarding an invitation to attend a presentation ceremony and to attend the presentation ceremony, if held.
- 6.3. Recipients should seek independent financial advice about any tax implications of their Award.

- 6.4. The Scholarships Committee may terminate the Award at any time, and recoup any funds disbursed, if the holder withdraws from the University of Waikato, brings the Award, the University or Sponsor into disrepute¹, or is otherwise not complying with the conditions governing the Scholarship and/or the regulations of the University of Waikato. The holder of the Scholarship shall have the right to appeal to the Scholarships Executive against any decision to terminate the Scholarship.
- 6.5. The Scholarships Committee, in consultation with the WSU, has the power to amend or vary these regulations provided that there is no departure from the main purpose of the Scholarship.

¹. See [Code of Student Conduct](#).