

# Scholarship & Award Regulations

## Trades - Supporting New Endeavour Scholarship

**School(s) and Unit(s):** Trades and Services

This document sets out the regulations for the scholarship ('Scholarship') or award ('Award') named below, as well as the obligations of recipients ('Recipient') and Unitec regarding this Scholarship. The administrative processes to support awarding this Scholarship will be managed by Unitec having regard to any applicable Unitec policies and Unitec's commitment to Te Noho Kotahitanga.

### 1. SCHOLARSHIP NAME: Trades - Supporting New Endeavour Scholarship

#### 2. PURPOSE

The **Trades - Supporting New Endeavour Scholarship** was established in 2021 to assist mature students looking to return to study to retrain in a Trades & Services programme at Unitec. This scholarship is designed to support students in their studies by contributing towards education related costs.

#### 3. VALUE AND DURATION

**3.1 Number of Recipients:** Approximately ten (10) scholarships will be granted in 2021 - contingent on funding.

**3.2 Benefit(s) to Recipient:** The maximum value of the scholarship will be \$500 to each Recipient to assist in covering education related costs.

#### 3.3 Payment of benefit(s):

- Each Recipient will receive two payments by cheque or electronic funds transfer to his/her nominated bank account.
- Each payment will be up to \$250.
- Payments will usually be made during week four and ten of Semester 2.
- Payments are subject to the Recipient successfully satisfying ongoing eligibility criteria as defined in clause 8 below.

**4. DURATION:** The duration of the Scholarship is one semester.

#### 5. ELIGIBILITY CRITERIA

To be eligible for the Scholarship, an applicant must meet all of the following criteria:

- New Zealand citizen or holder of a New Zealand Permanent Resident visa
- Be aged 35 or over at the time of application.
- Have applied to Unitec to be admitted into one of the below programmes starting in Semester 2, 2021:
  - NZCAE (NZ Certificate in Automotive Engineering – Level 3)
  - NZCCT (NZ Certificate in Construction Trade Skills - Level 3)

- NZCME (NZ Certificate in Mechanical Engineering – Level 3)
- NZCPGD (NZ Certificate in Plumbing Gasfitting and Drainlaying – Level 3)
- Must meet the entry criteria for the selected programme of study

## 6. RECIPIENT SELECTION CRITERIA

- Motivation to succeed in their course of study, as demonstrated in the scholarship application.
- Commitment to benefiting their local and Unitec communities, as demonstrated in the scholarship application.
- In addition to the above selection criteria, preference may be given to applicants who meet one or more of the following criteria:
  - Disabled and Neurodiverse learners
  - Made redundant by employer within the past year.
  - Over 40 years of age.
  - Seeking a career change

## 7. SELECTION

Eligible candidates will be presented to a Scholarship Selection Committee, which will undertake the selection of Recipients based on the selection criteria stipulated in clause 6.

The Scholarships Selection Committee will be made up of at least three relevant members of Unitec. The Scholarships Selection Committee will be chaired by the Head of School, Trades and Services, and offers will be authorised by the Director, Student Success.

## 8. ONGOING RECIPIENT ELIGIBILITY CRITERIA

### 8.1 Academic progress:

- N/A

### 8.2 Unitec Enrolment:

The Recipient:

- Must continue to be enrolled full time (60 credits) per semester in the NZCAE, NZCCT, NZCME, or 70 credit NZCPGD (entire duration of programme).
- Must continue to have good attendance (checked via SEATs and/or Lecturers)
- May, in exceptional circumstances<sup>2</sup> apply to the Scholarships Manager for the Scholarship Selection Committee's approval of a part-time study load. The Recipient with an approved part-time study load may receive reduced Scholarship payments for the period of part-time study. The reduced Scholarship payment amount will be determined by the Scholarship Selection Committee at the time of the Recipient's application for approval of part time study.

1: Exceptional circumstances include ongoing disability, illness, carer's responsibilities and other educational barriers and are considered case-by-case

### **8.3 Leave / Deferral / Programme withdrawal:**

- If the Recipient defers the Unitec offer or withdraws from the Unitec course/programme after the start of their programme, the Scholarship will be terminated and any payment already made for the semester in which they withdraw may be required to be reimbursed to Unitec.

### **8.4 Other obligations and conditions:**

- The offer of the Scholarship is made subject to all information provided by the Recipient being true and accurate.
- By accepting the offer of the Scholarship, each Recipient agrees to the Regulations.
- For the duration of the scholarship the recipient is not permitted to hold other Unitec scholarships, unless an equity-based scholarship is approved by exception.
- The offer of the Scholarship is only valid for the intake defined in the Scholarship letter of offer and cannot be deferred.
- The Recipient is responsible for advising the Scholarships Manager of any changes in circumstances that would make him/her ineligible for continuation of the Scholarship, e.g. reducing study load to part time, taking leave of absence or deferring study.
- Any change in the Recipient's circumstances not addressed by these Regulations will be considered by the Scholarships Manager and/or the Scholarship Selection Committee case-by-case.
- The Recipient will be invited to consent to allowing his/her name, photograph and a short article to be used for the promotion of Unitec.

## **9. TERMINATION OF RECIPIENT'S SCHOLARSHIP**

The Scholarship will terminate:

- If the Recipient ceases to meet the eligibility criteria; or
- If the Recipient breaches any regulations of the Scholarship; or
- If Unitec determines that the student is guilty of misconduct and after consultation with the Director Student Success (or their nominee), deems that it is not appropriate for the Recipient to continue to hold the Scholarship.
- If Unitec terminates the Recipients Scholarship for any of the above reasons, after the start of Semester 1 or 2, any Scholarship payment already made may be asked to be reimbursed to Unitec