

Scholarship & Award Regulations

Woods Glass NZ Construction Scholarship

The following regulations relate to a scholarship offered by Woods Glass (**Sponsor**) and Unitec New Zealand Limited* (**Unitec**). By applying for the scholarship, you agree to be bound by these regulations.

* From 1 October 2022, Unitec will become a business division of its parent entity, Te Pūkenga – New Zealand Institute of Skills and Technology (**Te Pūkenga**). From that date, any references to Unitec shall refer to Te Pūkenga trading as Unitec, a business division of Te Pūkenga. The change of entity will not otherwise have any impact on the scholarship terms outlined below.

1. SCHOLARSHIP NAME: Woods Glass NZ Construction Scholarship (“Scholarship”)

2. PURPOSE OF THE SCHOLARSHIP

2.1 The purpose of the Scholarship is to provide financial support to a high achieving learner studying Construction Management, Construction Economics, Quantity Surveying or Architectural Studies, who is motivated to pursue a career in the construction industry and make a positive difference in society.

2.2 Unitec recognises that financial support is an important consideration for our ākonga in managing their study goals. The scholarship provides both financial support and industry mentoring opportunities provided by the Sponsor.

2.3 Learners who can demonstrate commitment to learning and pursuing a career in the construction industry and show initiative in their personal life and/or study are encouraged to apply.

3. SCHOLARSHIP FINANCIAL VALUE

3.1 The value of the scholarship is \$2,000.00 for a full year of full-time study. The recipient of the Woods Glass NZ Construction Scholarship will receive up to 4 mentoring sessions (1 per quarter) which may include visits to construction sites, manufacturing facilities, tendering, workshops in contract administration or commercial law, or other activities offered at the discretion of the Sponsor.

3.2 One scholarship will be awarded each calendar year.

3.3 The scholarship is provided to learners to cover education related costs and is paid in two equal payments of \$1,000.00 each semester

3.4 A pro-rata value will also be considered for learners who are already permitted to study part-time because they are either disabled learners or they have carers responsibilities as either sole parents or whanau/fanau members.

3.5 Once awarded the scholarship may not be deferred or suspended without the prior written permission of the awarding Head of School and Sponsor.

3.6 Once awarded for a particular programme and School, the Scholarship is not transferrable to another Unitec programme or School, or to any other subsidiary or business division of Te Pūkenga.

4. DURATION

4.1 The scholarship is awarded for one year i.e., two semesters of consecutive study.

5. WHO IS ELIGIBLE

5.1 To apply, you must:

- be a domestic student, i.e., a New Zealand citizen or Permanent Resident;
- be enrolled full-time at Unitec in one of the Level 6 and above programmes listed here:
 - NZ Diploma in Construction (Quantity Surveying)
 - NZ Diploma in Construction (Construction Management)
 - NZ Diploma in Architectural Technology
 - Bachelor of Construction (Construction Economics)
 - Bachelor of Construction (Construction Management)
 - Bachelor of Architecture Studies
- have completed a minimum of 120 credits (equivalent of 1 year of full-time study) in one of the above Diploma level programmes, or a minimum of 240 credits (equivalent of 2 years of full-time study) in the Bachelor level programmes at Unitec;
- have a GPA of 3.0 or above in your most recent semester of study.

6. HOW TO APPLY

6.1 Apply online using the form provided: [Woods Glass NZ Construction Scholarship Application Form](#).

6.2 As part of your application you will need to respond to the following questions:

- why are you studying Construction Management, Construction Economics, Quantity Surveying or Architectural Studies and what are you hoping to do with your diploma or degree after you complete it?
- what and/or who motivates you to succeed in your study?
- how do you give back to whānau/fanau, community and the Unitec whānau/community?
- how will this scholarship help support you with your studies?

6.3 If you are a disabled learner, sole parent, or a learner with other carer responsibilities, who is applying to study part-time, you will also be asked how does being able to study part-time remove barriers and help you to succeed in your goals?

7. SELECTION

7.1 Once scholarship applications close, the Scholarships & Mentoring Team (“**Team**”) check that the applicants have:

- completed the scholarship application
- maintained enrolment one of the courses listed in 5.1 above, at Unitec;
- completed the minimum credit requirements listed in 5.1 above; and
- enrolled as a New Zealand citizen or Permanent Resident

7.2 The Team will add the learners’ GPA scores from their most recent semester of Unitec study to all eligible applications. They then send the applications to the Scholarship Selection Committee for review.

8. COMMITTEE PREFERENCING

8.1 It is important to Unitec to manaaki the success of our learners and communities. Our strategic vision includes parity goals for Māori, Pacific, and under 25 learners, and goals to enhance the success of disabled and neurodiverse learners. We also want to manaaki the success of first in family to pursue tertiary education, sole parents, and International students.

8.2 Preference may be given to learners who:

- demonstrate that financial support will have an impact on their ability to continue their studies.

9. SELECTION COMMITTEES

9.1 Selection committees ("**Committee**") are made up of at least three relevant members of Unitec, including the Head of Schools (or their delegates). Director Student Success (or their delegate) is the appointed Committee Chair ("**Chair**").

9.2 The Sponsor will be invited to participate in the selection committee review or may request to review a shortlist advised by the Selection Committee.

9.3 The Committee review all applications received and will make award recommendations based on a combination of:

- responses to the scholarship questions;
- GPA scores; and
- Unitec priority group goals – namely to achieve parity for Māori, Pacific and Under 25 students, and enhance the success of Disabled and Neurodiverse learners, sole parents, and ākongā with carers responsibilities.

9.5 Committee award decisions are authorised by the Director, Student Success, upon confirmation from Woods Glass who will formalise final Recipient selection.

10. WHAT HAPPENS AFTER SELECTION

10.1 The Scholarships & Mentoring team are the kaitiakitanga of the scholarships process. They will:

- let students know scholarship application outcomes
- check enrolments at week three of the semester as the final eligibility check
- set up the first payments – to be made to students in week eight of semester 1
- manage ongoing eligibility checks, mentoring opportunities, and second payments

11. ONGOING ELIGIBILITY

11.1 Academic progress: Learners who are awarded the scholarship are expected to continue to do well in their studies. You must maintain a C+ average (minimum GPA 3.0) or a Pass grade for all courses that are Pass/Fail only.

11.2 Unitec Enrolment: Learners are expected to maintain their enrolment status, i.e., be enrolled full-time (typically a minimum of 60 credits) per semester, or part-time as stipulated when their scholarship was awarded.

11.3 Programme withdrawal: If you withdraw from the Unitec course/programme after the start of the course/programme, the Scholarship will be terminated and Unitec may require you to reimburse any payment(s) already made for the semester in which you withdraw.

12. TERMINATION OF A SCHOLARSHIP

12.1 Your scholarship will be ended/terminated by Unitec if:

- you withdraw from the Unitec course/programme after the start of the programme
- you cease to meet the eligibility criteria;
- you breach the academic and enrolment eligibility requirements and don't successfully appeal; or

- Unitec determines that you are guilty of misconduct and after consultation with the Director Student Success (or their nominee), deems that it is not appropriate for you to continue to hold the Scholarship.

12.2 If Unitec terminates the Recipients Scholarship for any of the above reasons, after the start of Semester 1 or 2, Unitec may require any Scholarship payment(s) already made be reimbursed to Unitec.

13. OTHER OBLIGATIONS AND CONDITIONS:

- The offer of the Scholarship is made subject to all information provided by the Recipient (“**Recipient**”) being true and accurate.
- By accepting the offer of the Scholarship, the Recipient agrees to these Regulations.
- For the duration of this scholarship students are not allowed to hold other Unitec awarded scholarships, unless a priority group or equity-based scholarship is approved by the relevant Director and/or Head of School. Students are limited to accessing a maximum of \$5,000 of Unitec awarded scholarship funding per academic year.
- The Recipient is responsible for advising the Scholarships Manager of any changes in circumstances that would make them 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.
- Unitec is committed to The Education (Pastoral Care of Tertiary and International Learners) Code of Practice and ensuring the wellbeing of our learners. The scholarships team will track and monitor recipients and check in throughout the duration of the scholarship.
- By accepting the offer of the Scholarship, the Recipient agrees to allow for their personal information to be provided to Woods Glass (Sponsor) and authorises Unitec and/or Te Pūkenga and Woods Glass to use that information (acting reasonably) (names, photos and images) for marketing and promotional purposes without further compensation.
- The Scholarship is not transferrable or exchangeable.