

# Scholarship & Award Regulations

## Bachelor of Business Advancing Scholarships

**School(s) and Unit(s): Applied Business**

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 in regards to 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: Bachelor of Business Advancing Scholarships

### 2. PURPOSE

Bachelor of Business Advancing Scholarships were established in 2021 to assist New Zealand Diploma in Business level 5 (NZDB 5) students progressing within Unitec to the Bachelor of Business degree. 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 four (4) scholarships will be granted in 2021 - contingent on funding.

**3.2 Benefit(s) to Recipient:** The maximum value of the scholarship will be \$1,000 to each Recipient to assist in covering education related costs.

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

- Each Recipient will receive two payments electronic funds transfer to his/her nominated bank account.
- Each payment will be up to \$500.
- 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
- Have completed the NZDB 5 at Unitec within the last two years
- Have enrolled for full time study in the Bachelor of Business, starting in Semester 2, 2021.

## 6. RECIPIENT SELECTION CRITERIA

- Academic Achievement: GPA from previous semester of study at Unitec.
- Motivation to succeed in their programme of study, as demonstrated in the Scholarship application.
- Willingness to engage with learning and fellow students, as demonstrated in the Scholarship application.

## 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 and will include the Applied Business Academic Programme Managers of the NZDB5 and BBus. The Scholarships Selection Committee will be chaired by the Head of School, Applied Business, 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 (minimum of 60 credits) per semester in the Bachelor of Business.
- 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.