

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST
EXPENSES/CLASS MATERIALS AWARDS

PURPOSE

To assist women, who are studying undergraduate or (post) graduate Degree or Diploma courses at an approved Institute in the Auckland area which incur high materials' expenditure, with payment of essential costs.

REGULATIONS

1. A number of awards from \$300 to \$1,000 will be offered annually.
Closing Dates: 31 July 2017, 19 March 2018, 30 July 2018
2. Applicants for an Expenses/Class Materials' Award must be:
 - a) female;
 - b) students studying full time for an undergraduate or (post) graduate degree or diploma;
 - c) New Zealand Citizens or Permanent Residents;
 - d) enrolled or planning to enrol full time in Year 2 and above for a degree or diploma at the University of Auckland, the Albany Campus of Massey University, AUT University, Manukau Institute of Technology, Unitec, Whitecliffe College of Art, Laidlaw College, Northland Polytechnic, or Te Whare Wānanga O Awanuiārangī, Auckland.
3. In making this award, the selection committee shall give consideration to:
 - a) the applicant's tertiary academic record;
 - b) the applicant's need for financial assistance;
 - c) the applicant's aspirations for the future;
 - d) any special circumstances e.g. family responsibilities, personal disability, considered relevant.
4. Each applicant for this award must submit her application **on the current prescribed application form**, together with:
 - a) a certified copy or statutory declaration of her academic record (this can be in the form of a certified digital document from the tertiary institution);
 - b) a certified copy of evidence of status as a New Zealand Citizen or Permanent Resident (not Driver Licence);
 - c) a copy of required materials (to be) purchased, listed and endorsed by a staff member together with quotations or receipts of costs. (N.B. materials do not include textbooks, computers, transport or childcare).

"Certified copy" means a copy of the original certified as true by an appropriate authority (for example, Academic Registrar, Head of Department, Study Supervisor, or Justice of the Peace).

"Statutory declaration" must be made before a Justice of the Peace or Solicitor on the appropriate form.
5. Each Expenses/Class Materials' Award shall be paid in one instalment on presentation of a staff-endorsed list of materials.
6. Each recipient of an Expenses/ Class Materials' Award is required to make a short written report at the end of the semester.

APPLICATIONS AND ENQUIRIES

Application forms for these awards are available from:

www.academicdresshire.co.nz/AwardsAvailable/UndergraduateAwards

Enquiries to: awards@kateedgertrust.org.nz

Please send your completed application by:

Email attachment plus scanned copies of 4 a) b), and c) above to admin@kateedgertrust.org.nz;

Or by post to Expenses/Class Materials' Awards, The Kate Edger Educational Charitable Trust, Private Bag 93208, Parnell, Auckland 1151; Or hand deliver to Academic Dress Hire, 17 George Street, Parnell.

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July 2017

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Application Form

(All information provided is confidential)

1. PERSONAL DETAILS

NAME:

Student ID no: Telephone number:

Email: Mobile:

Address: (Street address, not a PO Box number)

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.....

RESIDENCY

Are you a New Zealand Citizen Yes / No Permanent Resident Yes / No

Please supply a certified copy of evidence of your status: a birth certificate, citizenship certificate or relevant passport pages

2. ACADEMIC RECORD

Degree/Diploma for which you are enrolled:

Institute and Department in which you are enrolled:

.....

Principal subjects you are studying this semester:

Expected date of completion of degree/diploma:

Please attach a certified copy of your official academic record up to the date of this application.

3. What sources of income do you have or hope to have to assist you in funding your studies? (E.g. income support, student allowance, student loan, paid employment, other awards or scholarships etc.)

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4. Note any special circumstances (family, personal or financial) that could be considered as part of your application.

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5. Future Goals. Briefly describe the work you intend to undertake once you have completed your course of study.

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6. List of Materials (to be) purchased (see separate form) endorsed by academic staff member.

FINAL CHECK

The Selection Committee will NOT consider applications that do not contain the following information – Please tick each statement after confirming you have met all requirements, and enclosed all the documents specified.

I have read the purpose and regulations of the award	
I am a full time student	
I have given full details in every section	
I have enclosed a certified copy or statutory declaration of my academic record	
I have enclosed a certified copy of evidence of status as a New Zealand Citizen or Permanent Resident	
I have enclosed a signed verification	

(N.B. The form for a Statutory Declaration is available at the end of this application)

Please keep a copy of your application

The Selection Committee will NOT consider applications that do not contain the above information.

Your signature _____ Date: _____

Please send this completed application by:

Email attachment plus scanned certified copies of academic record, evidence of New Zealand Citizenship or Permanent Residency and endorsed copy of required materials to be purchased to admin@kateedgertrust.org.nz

Or by post to Expenses/Class Materials' Awards, The Kate Edger Educational Charitable Trust, Private Bag 93208, Parnell, Auckland 1151

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To be completed by the applicant.

Name	Academic Staff Member
Course of Study	Position

Materials (to be) purchased by applicant for the above course of study. Please ask an academic staff member to endorse this list:

<i>Items purchased</i>	<i>Cost</i>
<i>TOTAL COST:</i>	

Academic Staff Endorsement

I certify that the above course materials are an essential component of this semester's course of study undertaken by the applicant.

Signature of Staff member: _____ Date: _____

This form is to be returned by the applicant accompanied by receipts (or quotations) for the items (to be) purchased.

The applicant is responsible for posting it with her completed application form.

Thank you for completing this form. Your time is appreciated.

STATUTORY DECLARATION

I.....
(Full name of declarant)

Of
(Address of declarant)

.....hereby solemnly and sincerely declare that
(Occupation of declarant)

Annexed to this declaration have been obtained and printed without alteration from the internet.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Declared at: this day of.....20.....

Signature of Declarant

Before me Justice of the Peace for New Zealand
(Name of JP) (Authorised to take a statutory declaration)

.....
(Signature of JP)

PLEASE NOTE – MAKING A FALSE DECLARATION IS A PROSECUTABLE OFFENCE