



# Scholarship Regulations

## **NZ Chinese Building Industry Association (NZCBIA) Excellence Scholarship**

### **Architecture, Building Construction and Services, and Engineering Practice Pathways**

This document sets out the regulations for the below scholarship as well as the obligations of recipients and Unitec in regards to this Scholarship. The administrative processes to support awarding this Scholarship will be managed, and may be amended, in accordance with Unitec Policy and Procedures.

#### **1. SCHOLARSHIP NAME: NZ Chinese Building Industry Association (NZCBIA) Excellence Scholarship**

#### **2. PURPOSE**

The NZCBIA Excellence Scholarship was established in 2018 to financially assist and recognise excellent students in fields of study relevant to the building industry, with the desire to support and increase the number of qualified professionals in the building industry.

#### **3. VALUE AND DURATION**

**3.1 Number of Recipients:** Up to two (2) new Recipients will be awarded the Scholarship each year.

**3.2 Benefit(s) to Recipient:** The maximum value of the Scholarship to each Recipient is \$5,000. Scholarship Recipients may also be given networking and mentoring opportunities with NZCBIA.

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

- Each Recipient will receive two payments by electronic funds transfer to his/her nominated bank account.
- Each payment will be \$2,500.
- Payments will usually be made in week 4 of each semester (Semester 2 and 1) in which the Scholarship is awarded.
- Payments are subject to the Recipient satisfying ongoing eligibility criteria as defined in clause 8 below.

**4. DURATION:** The duration of the scholarship is one year (two consecutive semesters).

## 5. ELIGIBILITY CRITERIA

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

- Be currently enrolled fulltime (minimum of 60 credits) in their first or second year in one of the below programmes:

Be a *first year* student in:

- Diploma in Applied Interior Design; or
- New Zealand Diploma in Engineering (Civil); or
- New Zealand Diploma in Engineering (Electrical); or
- New Zealand Diploma in Surveying; or
- New Zealand Diploma in Architecture Technology; or
- New Zealand Diploma in Construction; or
- Master of Landscape Architecture; or
- Master of Architecture (Professional)

OR

Be a *first or second year* student in:

- Bachelor of Engineering Technology (Civil); or
  - Bachelor of Engineering Technology (Electrical); or
  - Bachelor of Construction (Construction Management); or
  - Bachelor of Construction (Construction Economics); or
  - Bachelor of Construction (Property Development); or
  - Bachelor of Applied Technology - Building; or
  - Bachelor of Applied Technology – Electrotechnology; or
  - Bachelor of Architecture Studies; or
  - Bachelor of Landscape Architecture
- Completed at least one semester (60 credits) in one of the above programmes.
  - Achieved an average grade of B- or above for their previous semester's study.
  - Be intending to pursue a career in the building industry, as demonstrated in the Scholarship Application.
  - As part of the scholarship application a letter of recommendation from a Lecturer or tutor is required.

## 6. RECIPIENT SELECTION CRITERIA, IN PRIORITY ORDER

- Academic merit, as demonstrated in their previous semester(s) study.
- Motivation to pursue a career in the building industry, as demonstrated in the Scholarship application.
- Personal achievements, showing extra-curricular excellence such as community activities and otherwise, 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 above selection criteria stipulated in clause 6.

The Scholarships Committee will be made up of at least three relevant members of Unitec, and will include representatives from the Architecture, Building Construction and Services, and Engineering Practice Pathways. The Scholarships Selection Committee will be chaired by the Student Support and Scholarships Manager. The Donor will be invited to sit on the Committee.

Shortlisted applicants may be interviewed and selected based on the selection criteria in Clause 6. Offers will be authorised by the Chair of Scholarship Selection Committee, usually in June or July.

## **8. ONGOING RECIPIENT ELIGIBILITY CRITERIA**

### **8.1 Academic progress:**

The Recipient must maintain a minimum B minus average per semester, unless exceptional circumstances<sup>1</sup> prevail.

### **8.2 Unitec Enrolment:**

The Recipient must continue to be enrolled full time (minimum 60 credits per semester) in the specified programme for which the Scholarship was awarded.

May, in exceptional circumstances 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.

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

If the Recipient withdraws at any time from the Unitec programme after the start of Semester 1 or 2, the Scholarship will be terminated and any Scholarship payment already made for the semester in which they withdraw may be asked 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.
- 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 Student 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 Student Scholarships Manager and the Scholarship Selection Committee.
- 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
- By accepting the offer of the Scholarship, each Recipient agrees to allow for their personal information to be provided and authorises Unitec to use that information (names, photos and images for marketing and promotional purposes without further compensation.

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

## **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 GM Student Experience, 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 for the semester in which the scholarship is terminated may be asked to be reimbursed to Unitec.