

Scholarship & Award Regulations

Head Start Scholarships for New International Students – Semester 1, 2022

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

1. SCHOLARSHIP NAME: Head Start Scholarship for New International Students (“Scholarship”)

2. PURPOSE OF THE SCHOLARSHIP

2.1 The purpose of this scholarship is to encourage international students thinking about studying an undergraduate certificate or diploma programme at Unitec for the first time, to pursue their goals and study with Unitec.

2.2 Unitec recognises that financial support and development opportunities are an important consideration for learners. The scholarship provides both financial support and mentoring opportunities in the first year of study.

2.3 Scholarship recipients will also be connected to various induction opportunities in their first semester of study.

3. SCHOLARSHIP FINANCIAL VALUE

3.1 The value of the scholarship is \$1,500.00 for a full year of full-time study; or pro-rata for one semester full-time programmes.

3.2 The scholarship is provided to learners to cover education related costs and is paid:

- in two equal payments of \$750.00 each semester; or
- where the student’s programme is only one semester long by one payment of \$750.00.

3.3 You may not defer or suspend the scholarship without the prior written permission of the awarding Head of School or Director.

3.5 Once awarded for a particular programme and School, the Scholarship is not transferrable to another Unitec programme or School.

4. DURATION

4.1 The scholarship is awarded for one year i.e., two semesters of consecutive study. Where a student is awarded the scholarship for a programme that lasts for one semester, then the duration of the scholarship is one semester only.

5. WHO’S ELIGIBLE

5.1 To apply, you must:

- be an international student and hold a valid student visa
- be enrolling for the first time at Unitec
- be starting full-time (minimum 45 credits per semester) in an undergraduate certificate or diploma programme (Level 3 to 6) at Unitec that takes at least one semester of full-time study to complete.

6. HOW TO APPLY

6.1 Apply online on the form provided: [Head Start Scholarship for New International Students Application Form](#).

6.2 As part of your application you will need to respond to the following statements and questions: Suggested words: minimum 100 words per question.

- tell us a little about yourself, especially around your goals and achievements, community involvement and personal strengths
- what are you planning to study at Unitec and what are your career aspirations beyond that?
- what motivates you to succeed in your study?
- how will this scholarship help support you with your studies?

7. SELECTION

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

- completed the online application
- applied to study a relevant course at Unitec; and
- enrolled as an International student

7.2 The Team send all eligible applications to the relevant Scholarship Selection Committee for review.

7.3 The number of scholarships awarded varies and is dependent on available funding.

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.

9. SELECTION COMMITTEES

9.1 Selection committees are made up of at least three relevant members of Unitec, including the Director, Student Success (or their delegate) as Committee Chair (“**Committee**”) and a representative from Unitec’s International Student and Business Support Team.

9.2 The committee review all applications received and will make award recommendations based on applicant responses to the scholarship application questions

9.3 Committee award decisions are authorised by the Director, Student Success.

9.4 Unitec has complete discretion in assessing applications for the scholarship. Unitec’s decision is final and binding. Learners are welcome to contact the Scholarships & Mentoring Team at scholarships@unitec.ac.nz for feedback on their scholarship application outcome.

10. WHAT HAPPENS AFTER SELECTION

The Scholarships & Mentoring team are the kaitiakitanga (guardians) 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 usually 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 achieve Pass grades for all courses, unless exceptional circumstances prevail.

11.2 Learners who fail one or more courses will be assisted by the Scholarships & Mentoring team to explain their circumstances via a breach appeals process.

11.3 Appeals are considered by the awarding scholarship selection committees. The committee will decide whether to terminate or maintain the scholarship, and will also provide academic assistance, wherever possible, to support the learner.

11.4 Unitec Enrolment: Learners are expected to maintain their enrolment status, i.e. be enrolled full-time (minimum of 45 credits) per semester.

11.5 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 terminates 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 the Recipient 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.

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

13. Other obligations and conditions:

- The offer of the Scholarship is made subject to all information provided by the scholarship recipient ("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 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.
- The Recipient will be invited to consent to allowing their name, photograph and a short article to be used for the promotion of Unitec.
- The Scholarship is not transferrable or exchangeable.