



**Te Rūnanga o NGĀI TAHU**

# **TERTIARY EDUCATION FUNDING**

## **GRANT & SCHOLARSHIP**

### **POLICY**



Te Rūnanga o NGĀI TAHU



# Te Rūnanga o NGĀI TAHU

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## KĀ PŪTEA POLICY OVERVIEW

Grants are available to all registered Ngāi Tahu iwi members who are currently formally enrolled and studying towards an NZQA recognised tertiary qualification. Grants are offered to support applicants with their studies and are not intended to defray course costs. Students may, at the discretion of Te Rūnanga, also receive grants for courses that are not NZQA recognised but that do meet Ngāi Tahu tribal priorities.

Scholarships are awarded to Ngāi Tahu students who a) are achieving academically at the tertiary level b) are active in whānau, hapū or related iwi activities and events and c) submit a quality presentation. As with the grants registered Ngāi Tahu iwi members who are currently formally enrolled and studying towards an NZQA recognised tertiary qualification are eligible to submit an application to the Scholarship selection panel.

### TERMINOLOGY

**Academic excellence** means high achievement as recognised by tertiary systems of marking.

**Participation** means actual involvement in whānau, hapū or related iwi activities and events.

**Full-time** is classed as a full time student. To be considered full-time, your course must have a certain EFTS (equivalent full-time student) value. Here are some examples of EFTS values based on the length of the course:

<u>Length of course</u>	<u>EFTS (to be considered full-time)</u>
12 weeks	0.3
20 weeks	0.5
32-52 weeks	0.8

If you are unsure whether your course is full-time, please check with your education provider.

**Limited full-time** is when you are not studying full-time but are treated as a full-time student when applying for Ka Pūtea. You may qualify for limited full-time if you've had advice from your education provider to study less than full-time for one of the following reasons:

- You have an illness that stops you from studying full-time; or
- It's in your best interest to study less than full-time eg you have a disability that stops you studying full-time; or
- You are unable to study full-time for reasons beyond your control; or
- You are finishing a recognised programme and to do this you need to study less than full-time but more than a half-time course.



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Please note that if you are applying for a Kā Pūtea Grant and/or Scholarship as a limited full-time applicant you need to clearly state this on the application form or you will be assumed to be studying as a part-time applicant.

**Part-time** is classified as study that does not meet the EFTS requirements for full-time study or the requirements for limited full-time study. To be eligible for a part-time study grant, your course must meet one of the following criteria:

- Be 32 weeks or more with an EFTS value of at least 0.3; or
- If less than 32 weeks, have an EFTS value of at least 0.25 and less than 0.3.

**Recognised Tertiary Education Programme** means a course recognised by the NZQA framework.

**Course that meets Ngāi Tahu priorities** means a course that, although not NZQA approved, is developed by or for Ngāi Tahu to meet a specific tribal priority. In such cases, it will be at the discretion of the Office of Te Rūnanga Education Unit to approve grant or scholarship funding.

### **INFORMATION DISTRIBUTION**

Information about Kā Pūtea is available on the Ngāi Tahu website (<http://www.ngaitahu.iwi.nz/Ngai-Tahu-Whanui/Ngai-Tahu-Education/Funding.php>) as well as being distributed through Te Pānui Rūnaka to every whānau registered with Whakapapa Ngāi Tahu.

Application forms and additional information is available on the Ngāi Tahu website at <http://www.ngaitahu.iwi.nz/Ngai-Tahu-Whanui/Ngai-Tahu-Education/Funding.php>. If you would like an application form posted to you, please phone the Ngāi Tahu Contact Centre on 0800 WHAI RAWA (0800 942 472) or email [kaputea@ngaitahu.iwi.nz](mailto:kaputea@ngaitahu.iwi.nz).

For assistance filling out Kā Pūtea Grant or Scholarship application forms please phone 0800 WHAI RAWA (0800 942 472) or email [kaputea@ngaitahu.iwi.nz](mailto:kaputea@ngaitahu.iwi.nz).



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## **SUBMITTING AN APPLICATION FOR A KĀ PŪTEA GRANT**

### **Eligibility:**

Applicants must be:

- Registered with Whakapapa Ngāi Tahu;
- EITHER undertaking a tertiary level course as recognised by NZQA OR undertaking a Ngāi Tahu approved course.

All applicants will be eligible for a grant provided that they meet the criteria, and provided that they have submitted the correct information and relevant documentation.

### **Value:**

- \$250 – 1<sup>st</sup> year of study
- \$500 – 2<sup>nd</sup> and subsequent year(s) of study

Note: \* Pro-rata grant payments apply for part-time applicants: \$125 for the first year of study; \$250 for subsequent years of application.

### **Required Documentation:**

- Proof of enrolment eg confirmation letter from education provider
- Pre-printed or bank verified deposit slip
- Evidence of previous years of study (if applicable) eg academic transcript

### **Grant Processing and Payment:**

Payment is usually within 15 working days after all details are verified. Processing time will be affected if the application form has not been completed. Receipt of a grant does not affect the scholarship process.

### **Grant Closing Date:**

Kā Pūtea grant applications are accepted throughout the year. Grants are processed from the beginning of March until the end of the academic year (normally mid-December).



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## **SUBMITTING AN APPLICATION FOR A KĀ PŪTEA SCHOLARSHIP**

**Total Scholarship Pool: 40**

### **Criteria**

#### **General Scholarships (9 available)**

- Based on academic excellence, iwi participation, quality of presentation

#### **Targeted Scholarships (13 available)**

- Based on academic excellence in the targeted area of study
- Note that Te Rūnanga determines the disciplines that Ngāi Tahu will focus on. Te Rūnanga reserves the right to change priorities and foci from year to year.

#### **Papatipu Rūnanga Scholarships (18 available)**

- Applicants must indicate on their application form which rūnanga they wish their application to be considered by. Applicants must be able to affiliate to the rūnanga they identify.
- Each papatipu rūnanga sets its own criteria and approves its recipients.
- Papatipu rūnanga are responsible for deciding how many applicants to approve. Where more than one applicant is chosen, the rūnanga decides the distribution from the total available to it.

#### **Eligibility for all Scholarships:**

- Applicants must be registered with Whakapapa Ngāi Tahu.
- Applicants must be EITHER enrolled and undertaking an NZQA recognised tertiary level course OR undertaking a Ngāi Tahu approved course.

#### **Note:**

Full-time employees of Te Rūnanga o Ngāi Tahu and recipients of the Matakahi Cadetships are ineligible for scholarships.

#### **Value:**

Scholarships are valued at \$1,500 but may be distributed to more than 1 applicant.

#### **Tenure:**

- Year of application only (one year).

#### **Required Documentation:**

- Passport photograph;
- Proof of enrolment;
- Verified bank deposit slip;



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- Evidence of previous years of study (if applicable);
- Outline of Ngāi Tahu iwi/rūnanga involvement;
- Statement of tautoko (support) for the applicant's application;
- Transcript of academic record;
- Additional information; and
- Presentation.

### **Closing Date for Application:**

- The cut-off date for receiving applications is 30 April.

### **Scholarship Processing and Payment:**

Scholarship applications are processed by mid-May each year with the successful General and Targeted recipients being informed by the end of May. Successful Papatipu Rūnanga recipients are informed as soon as each rūnanga makes the decision known to the administrator (between June and mid-November).

Where applications are incomplete, all efforts are made to follow-up in order to obtain the missing information before the cut-off date. Where this is not possible the incomplete application will not be processed. Applicants are responsible for ensuring that correct information and relevant documentation is submitted as per the instructions on the application form.

### **Scholarship Standards:**

Supporting documentation (transcripts etc.) must be verified copies or originals. Where originals are submitted, the administrator will return these if requested at the time of application. The applicant is solely responsible for providing correct and timely information and relevant documentation. **Incomplete applications will not be forwarded to the selection panel.**

### **Scholarship Selection Process:**

Scholarship recipients are chosen by a panel of FOUR consisting of:

- One member from the Office of Te Rūnanga Education Unit;
- One member from either Te Rūnanga o Ngāi Tahu *or* a Papatipu Rūnanga-nominated representative *or* a person with suitable knowledge from the Office of Te Rūnanga;
- Two Ngāi Tahu members with professional/acknowledged experience in the tertiary education sector.

The selection panel is convened by the Administrator. The current Administrator is the Whai Rawa and Direct Distributions team.



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**Assessment:**

Scholarships are assessed and ranked according to the following criteria:

- Academic achievement (merit)
- Contribution to Ngāi Tahu iwi/rūnanga affairs (participation); and
- Presentation (quality).

**Note: All decisions made by the selection panel are final.**

**Reciprocity:**

Successful General or Targeted Scholarship recipients may be asked to maintain ongoing contact, where possible, with his/her Papatipu Rūnanga and/or to undertake project work that relates to Ngāi Tahu.

Special project work may require recipients to:

- Assist or attend Hui-ā-Tau;
- Assist or attend hui with Papatipu Rūnanga or taurahere roopu;
- Mentor young Ngāi Tahu; or
- Provide advice, support or assistance with projects to a Ngāi Tahu organisation.



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## **APPLICATION FOR A CLUTHA MATA AU SCHOLARSHIP**

**Total Scholarship Pool: 3**

### **Criteria**

These scholarships, funded by Contact Energy, are based on academic excellence in an area of study that will improve the wellbeing of the Clutha/Mata Au or improve water management within the Ngāi Tahu takiwā generally. The scholarships are valued at \$2,500 for two undergraduate recipients, and one postgraduate scholarship valued at \$7,500. These may be applied for in addition to the Ka Putea scholarships.

Contact Energy reserves the right to publicise the recipients for the purposes of publicity, advertising, reporting, website, investor enquiries or other enquiries.

Applicants for the Clutha Mata-au scholarship will be required to provide an essay (of not more than 750 words) outlining how their qualification will improve the management of natural resources and/or improve water management within the Ngāi Tahu takiwā generally. Preference will normally be given to students whose studies have a direct link to the Clutha Mata Au.

### **Eligibility:**

- Applicants must be registered with Whakapapa Ngāi Tahu.
- Applicants must be EITHER enrolled and undertaking an NZQA recognised tertiary level course OR undertaking a Ngāi Tahu approved course.

### **Note:**

Full-time employees of Te Rūnanga o Ngāi Tahu and recipients of the Matakahi Cadetships are ineligible for scholarships.

### **Required Documentation:**

- Passport photograph;
- Proof of enrolment;
- Verified bank deposit slip;
- Evidence of previous years of study (if applicable);
- Outline of Ngāi Tahu iwi/rūnanga involvement;
- Statement of tautoko (support) for the applicant's application;
- Transcript of academic record;
- Additional information; and
- Presentation.

### **Closing Date for Application:**

- The cut-off date for receiving applications is 30 April.



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## Scholarship Processing and Decision Making

Scholarship recipients are chosen by a panel of three consisting of:

- Two members from either Te Rūnanga o Ngāi Tahu or a Papatipu Rūnanga nominated representative or a person with suitable knowledge from the Office of Te Rūnanga; and
- One representative from Contact Energy Ltd.

The selection panel is convened by the Administrator. The current Administrator is the Whai Rawa and Direct Distributions team.

**Note:** All decisions made by the selection panel are final.

Where applications are incomplete, all efforts are made to follow-up in order to obtain the missing information before the cut-off date. Where this is not possible the incomplete application will not be processed. Applicants are responsible for ensuring that correct information and relevant documentation is submitted as per the instructions on the application form.

Supporting documentation (transcripts etc.) must be verified copies or originals. Where originals are submitted, the administrator will return these if requested at the time of application. The applicant is solely responsible for providing correct and timely information and relevant documentation. **Incomplete applications will not be forwarded to the selection panel.**

## Payment

The Contact Energy Clutha/Mata Au Scholarships will be paid in three equal payments of \$2,500 (post-graduate scholarship) and two equal payments of \$1,250 (undergraduate scholarships). The recipient of the scholarships will be required to show evidence of continued attendance at their academic institution.



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## APPLICATION TIMETABLE 2012

### **MARCH**

1<sup>st</sup> March

Applications for Grants and Scholarships open.

### **APRIL**

30<sup>th</sup> April

Closing dated for all scholarship applications.

### **MAY**

31<sup>st</sup> May

Successful and unsuccessful General and Targeted Ka Putea and Clutha Mata Au Scholarship recipients notified.

Copies of Papatipu Rūnanga applications sent to rūnanga.

### **JUNE**

15<sup>th</sup> June

Payments made to successful General and Targeted Scholarship recipients.

First payment made to successful Clutha Mata Au Scholarship recipients.

June-November

All Papatipu Rūnanga scholarship recipients will be notified and payments made.

### **AUGUST**

15<sup>th</sup> August

Second payment made to successful Clutha Mata Au Scholarship recipients.

### **NOVEMBER**

1<sup>st</sup> November

Final payment made to successful Clutha Mata Au postgraduate Scholarship recipient.

### **DECEMBER**

7<sup>th</sup> December

Closing date for Kā Pūtea Grant applications.



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