

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST FOUNDATION AWARD

PURPOSE

To assist women, who have completed a Foundation Course at tertiary level and who have enrolled in full time study for their first degree or diploma at an approved institution in the Auckland area, to meet course expenses.

REGULATIONS

1. A number of Foundation Awards of \$1,000 shall be offered annually. **Closing date: 17 February**
2. Applicants for a Foundation Award must be:
 - a) women;
 - b) undergraduate students studying full time for their first degree or diploma;
 - c) New Zealand Citizens or Permanent Residents;
 - d) enrolled or planning to enrol full time for a degree or diploma at The University of Auckland, the Albany Campus of Massey University, AUT University, Manukau Institute of Technology, Unitec, Northland Polytechnic, or Te Whare Wananga O Awanuiarangi, Auckland.
3. In making this award, the selection committee shall give consideration to:
 - a) the applicant's tertiary academic record;
 - b) the applicant's referees' reports;
 - c) the applicant's need for financial assistance;
 - d) the applicant's aspirations for the future;
 - e) 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 of her academic record;
 - b) a certified copy of evidence of status as a New Zealand Citizen or Permanent Resident;
 - c) brief details of the items on which she would spend the award: for example; equipment, art materials, software. NB – this does not include personal and living expenses, or tuition fees;
 - d) a brief outline of the work she hopes to do in the future;
 - e) references from two referees on the prescribed forms and in sealed envelopes.

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

5. Each Foundation Award shall be paid in one instalment on presentation of proof of enrolment in a degree or diploma at one of the institutions named above: for example, a copy of a receipted fees' invoice or certification from the relevant Department.
6. Each recipient of a Foundation Award is required to make a short written report at the end of the semester.

APPLICATIONS AND ENQUIRIES

Application forms for this award are available from:

- a) Scholarships offices of the above named tertiary institutions;
- b) The website [http:// www.kateedgertrust.org.nz](http://www.kateedgertrust.org.nz)

Enquiries and completed application form to: Foundation Award, The Kate Edger Educational Charitable Trust, PO Box 106 882, Auckland City, Auckland 1143.

OR Email enquiries@kateedgertrust.org.nz

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST FOUNDATION AWARD Application Form

(All information supplied is confidential.)

1. PERSONAL DETAILS

Name (Miss/Mrs/Ms) _____

Student ID No: _____ Telephone No: _____

Alternative reliable contact Telephone No: _____

Email: _____

Address: (street address, **not** P O Box number)

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

Please supply 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: _____

Institution and Department in which you are enrolled: _____

Principal subjects you are studying this semester: _____

Expected date of completion of first 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)

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

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

REFEREES (2 reports required) You must give the referees the prescribed forms for their reports.

Write here the name of an academic staff member (as appropriate) from whom you have requested a report:

Write here the name of a second referee acquainted with your academic work from whom you have requested a report: **(not a family member or friend)**.

You are responsible for giving your referees the prescribed forms for their reports.

Final check:

Have you included:

- Proof of current enrolment?
- Certified copy of academic record?
- Certified copy of evidence of status as New Zealand Citizen or Permanent Resident?
- Two referees' reports in separate sealed envelopes?
- Your application form?

Please ensure that you 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 application by 17 February to:

**Foundation Award
The Kate Edger Educational Charitable Trust
PO Box 106 882,
Auckland City,
Auckland 1143**

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST FOUNDATION AWARD

First Referee's Report Form *(Academic Staff member)*

The purpose of the Foundation Award is to assist women, who have completed a Foundation Course and enrolled for full time study in their first degree or diploma at an approved institution in the Auckland area, to meet course expenses.

All information supplied is confidential to those involved in the selection procedures.

TO BE COMPLETED BY THE APPLICANT:

Applicant's Name:	Referee's Name:
Address:	Address:
Closing Date: 17 February	Position:

REFEREE TO COMPLETE

How long have you known the applicant? _____

In what capacity? _____

Please rate the applicant on a 1-5 scale in the following categories. If you are unable to comment please write DK [don't know]:

	Low 1	2	3	4	High 5
Intellectual Ability					
Effort and commitment to course of study					
Potential to complete the course of study					
Organisation of work/study					
Progress to date					
Initiative					
Overall grading as a student					

Any further comments you wish to make, including your knowledge of the expenses associated with the applicant's chosen course.

Signature of Referee: _____ **Date:** _____

This form is to be returned to the applicant in a sealed envelope marked with her name and address and labelled **Foundation Award**.

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

**Foundation Award
The Kate Edger Educational Charitable Trust
PO Box 106 882
Auckland City
Auckland 1143**

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

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST FOUNDATION AWARD

Second Referee's Report Form

The purpose of the Foundation Award is to assist women, who have completed a Foundation Course and enrolled for full time study in their first degree or diploma at an approved institution in the Auckland area, to meet course expenses.

All information supplied is confidential to those involved in the selection procedures.

TO BE COMPLETED BY THE APPLICANT:

Applicant's Name:	Referee's Name:
Address:	Address:
Closing Date: 17 February	Position:

REFEREE TO COMPLETE

How long have you known the applicant? _____

In what capacity? _____

Please rate the applicant on a 1-5 scale in the following categories. If you are unable to comment please write DK [don't know]:

	Low 1	2	3	4	High 5
Intellectual Ability					
Effort and commitment to course of study					
Potential to complete the course of study					
Organisation of work/study					
Progress to date					
Initiative					
Overall grading as a student					

Any further comments you wish to make, including your knowledge of the applicant's need for financial assistance with the minor costs of her chosen course:

Signature of Referee: _____ **Date:** _____

This form is to be returned to the applicant in a sealed envelope marked with her name and address and labelled **Foundation Award**.

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

**Foundation Award
The Kate Edger Educational Charitable Trust
PO Box 106 882
Auckland City
Auckland 1143**

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