

West Coast Trades Academy Training Scholarships Terms of Reference - 2018

A. INTRODUCTION

In 2018 Tai Poutini Polytechnic (TPP) will sponsor three West Coast Trades Academy Training Scholarships of \$1,000 each to assist WC Trades Academy students study at TPP during 2019. The money can be credited towards programme fees, courses-related costs or expenses (for example - TPP student accommodation rental, course-related tools or materials), and may not be applied to any non-academic purpose. Evidence of purchase of any course-related tools or materials will need to be submitted. For detail on how to access the funds, please contact the Chief Executive's Office at TPP.

The scholarships will be awarded to high school students who:

- have demonstrated a high level of achievement in their Trades Academy programme in 2018;
- are committed to developing a career in their elected Trades Academic course of study; and
- wish to pursue further training and education at TPP.

B. CONDITIONS OF SCHOLARSHIPS

1. TPP Programme Leaders will nominate students from their respective Trades Academy course and ask the students to complete the Application Form, including providing a personal statement. The application form should then be submitted to the Chief Executive's Office (ceoffice@tpp.ac.nz). Application forms and the application process can be found on the TPP website at <http://www.tpp.ac.nz/student-info/awards-and-scholarships/tai-poutini-polytechnic-awards-and-scholarships>.
2. The nominations will be considered by the TPP Chief Executive (or nominee) and the Manager of WC Trades Academy who will select three successful candidates based on the criteria above and the information submitted in the application form. Their decision shall be final and no review will be undertaken.
3. Students must commence their programme of study at TPP in the year immediately following receipt of the Scholarship.
4. The funds will be disbursed once the student has completed 10% of their programme of study (this is normally the 4th week of Term 1).
4. No holder of TPP West Coast Trades Academy Scholarship may receive another TPP entrance award for the same year.
5. The completed form should be marked "Private and Confidential" and either handed into Greymouth Reception or sent to:
The Chief Executive, Tai Poutini Polytechnic, Private Bag 607, GREYMOUTH 7840
5. Nominations should be received by **Friday 19th October 2018**.

C. MISCELLANEOUS PROVISIONS

1. The Chief Executive shall approve, from time to time, changes in the nomination requirements.
2. The TPP Awards Committee will endorse the successful nomination(s) at their next available meeting (preferably prior to notification and presentation at the school end-of-year prizegiving ceremony).
3. Successful students will allow their names and photos to be published by the West Coast Trades Academy, TPP, and may be published in the local media.

**WC Trades Academy Training Scholarships
Application Form 2018**

Please refer to the Terms of Reference prior to completing this form.

A. PERSONAL INFORMATION (please print):

Student's full name:

Gender:

Date of Birth:

Home address:

Telephone No.

Email:

Name of school currently attending:

Current school year:

Which Trades Academy programme
are you enrolled on this year?

Name of the TPP programme you wish
to enrol on at TPP in 2019:

B. APPLICATION INFORMATION:

Personal Statement.

Provide a brief personal statement (300 words maximum) outlining your career plans and what makes you a candidate for this Scholarship.

Some tips for your personal statement:

- *start by introducing yourself, what you have been studying at high school/Trades Academy, your academic achievements to date, and what your interests are;*
- *tell us why you want to study your chosen programme at TPP next year;*
- *once you complete your studies at TPP, what are your future intentions and career plans?*
- *how will this scholarship help you to achieve your goals?*

TPP Programme Leader / Head of Department to complete:

I endorse this application and recommend it for forwarding to the Chief Executive:

Name (please print:

Signature:

Designation:

Date: