

Scholarships and Prizes Statute 2025

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1. **Title and commencement**

- (1) **Council** makes this Scholarships and Prizes Statute 2025 (**Statute**) under section 284(1)(f) of the **Act**.
- (2) This Statute comes into force on 1 January 2026 (**commencement date**).

2. **Statute application**

- (1) This Statute applies to **students** and other people who agree to be bound by it who apply for and/or are granted a **scholarship** or **prize**.

*Note - Council is empowered to make statutes applying to students. **Applicants** who are not students when they apply for a scholarship (for example, school leavers) must agree that they will be bound by this Statute and this agreement cannot be withdrawn. The relevant scholarship application form will provide for this agreement.*

- (2) This Statute applies to scholarships and prizes established or continued under **Specific Terms** stipulated by the **Vice-Chancellor** in accordance with section 4.

(3) This Statute does not apply to scholarships and prizes granted, or to be granted, under **existing regulations** (irrespective of whether they are granted, or are to be granted, before or after the commencement date).

3. **Purpose**

The purpose of this Statute is to:

- (a) authorise the Vice-Chancellor to stipulate Specific Terms for scholarships and prizes and to grant scholarships and prizes in accordance with their Specific Terms;
- (b) establish **application** and selection processes for scholarships and prizes;
- (c) record the rights and obligations of applicants and **recipients**; and
- (d) provide for other matters related to scholarships and prizes.

4. **Stipulation of Specific Terms**

- (1) The Vice-Chancellor may in writing from time to time:
 - (a) stipulate Specific Terms either to:
 - (i) establish a new scholarship or prize; or
 - (ii) continue under this Statute a scholarship or prize established under existing regulations by revoking the existing regulations and replacing them with Specific Terms;
 - (b) amend or revoke Specific Terms; and
 - (c) revoke Specific Terms and stipulate new Specific Terms to replace them.
- (2) The Specific Terms for scholarships must be in the form in Schedule 1 or such other form approved by the Vice-Chancellor.
- (3) The Specific Terms for prizes must be in the form in Schedule 2 or such other form approved by the Vice-Chancellor.
- (4) Specific Terms may contain any of the following provisions and any other matters as the Vice-Chancellor determines:
 - (a) the name of the scholarship or prize;
 - (b) the **value** or the maximum value of the scholarship or prize;
 - (c) the number on offer (if more than one);
 - (d) the **eligibility criteria** and any application process;
 - (e) the selection process and **selection criteria**;
 - (f) the composition of any **selection body**;
 - (g) any additional conditions of grant;

- (i) for scholarships:
 - (i) the commencement date and **term** of the scholarship;
 - (ii) the **applicable programme**, any requirements for the courses comprising the applicable programme, and when the recipient must be enrolled in the applicable programme;

Note – For example, Specific Terms may stipulate that students undertaking conjoint programmes must enrol in a minimum number of points in a subject area related to the scholarship's objective; or that the programme must include a dissertation, thesis, or research portfolio where the research will advance knowledge related to the scholarship's objective.

- (iii) the frequency or maximum frequency of payment of any **stipend**;
- (iv) the purposes for which **scholarship funds** can be used; and
- (v) any additional requirements which may include limits to paid work (either in hours or nature) which may be carried out by a recipient while they hold the scholarship, and any approval process required with respect to paid work.

(5) Specific Terms must not:

- (a) be inconsistent with this Statute;

Note - If there is any conflict between this Statute and the Specific Terms for a scholarship or prize, then this Statute prevails.

- (b) have retrospective effect unless this is stipulated in the Specific Terms;
- (c) be inconsistent with the [Philanthropic Gift Acceptance Policy](#) or any substituted or amended policy;
- (d) require a recipient to:
 - (i) be bonded or otherwise required to work on any basis for an **external funder** (or a related organisation of an external funder); or
 - (ii) participate in any publicity, promotional or other public activities arranged by or for the benefit of an external funder.

(6) Specific Terms, and an amendment or revocation of Specific Terms, come into force on the date stated in them. If a date is not stated:

- (a) Specific Terms, or an amendment of Specific Terms, come into force on the date they are published on the University's website; and
- (b) a revocation of Specific Terms comes into force on the date the Specific Terms are removed from the University's website.

(7) If the Vice-Chancellor stipulates Specific Terms to continue a scholarship or prize under this Statute under section 4(1)(a)(ii), then:

- (a) the existing regulations for the scholarship or prize are revoked with effect on the date that the Specific Terms come into force under section 4(6); and
- (b) the revocation of the existing regulations does not affect scholarships or prizes granted to recipients under the existing regulations before their revocation and those scholarships or prizes continue to have effect in accordance with the existing regulations as if they had not been revoked.

(8) If the Vice-Chancellor amends or revokes Specific Terms under section 4(1)(b) or (c), the amendment or revocation does not affect scholarships or prizes granted to recipients under those Specific Terms before their amendment or revocation and those scholarships or prizes continue to have effect in accordance with the Specific Terms as if they had not been amended or revoked.

5. **Applications**

- (1) If applications are required for a scholarship or prize, they must be prepared by the applicant and submitted in the way and by the closing date and time stipulated by the **Director** and notified on the University's website. If no applications are received by the closing date and time, the Director may, at their sole discretion, stipulate an extended closing date and time and notify the same on the University's website.
- (2) An application that is unreadable, incomplete, and/or not submitted by the stipulated closing date and time will not be accepted unless authorised by the Director. If the Director considers that an application is unreadable, incomplete, and/or not submitted because of file corruption or other technical issues, the applicant will be contacted and offered an extension for a short period of time as determined by the Director to enable resubmission of the application.
- (3) Applicants must attend interviews and auditions if required by the Specific Terms. If an applicant fails to attend an interview or audition when required without reasonable cause (as determined by the Director) then the Director may determine that their application will not be considered further.
- (4) No applicant has an entitlement to a scholarship or prize unless the Specific Terms expressly state otherwise.

6. **Eligibility criteria**

- (1) An applicant must meet the eligibility criteria stipulated in the Specific Terms for their application to be eligible for consideration for the scholarship or prize.
- (2) The Director may determine that an application is ineligible for consideration for a scholarship or prize in one or more of the following circumstances:
 - (a) the applicant does not meet the eligibility criteria;
 - (b) the Specific Terms otherwise exclude the applicant from consideration; or

Note – For example, the Specific Terms of a doctoral scholarship may exclude applicants from consideration for the scholarship if they already hold a doctoral degree.

- (c) in such other circumstances as the Director reasonably determines.
- (3) The Director may destroy or delete an ineligible application (including related information) at any time selected by the Director that is three months after the Director determines that the application is ineligible.

7. **No requirement to grant**

The Vice-Chancellor is not required to grant either the number or type of any scholarship or prize except where the Specific Terms expressly state otherwise.

Note – For example, the decision-maker may decide not to grant a scholarship or prize if they consider that there is no applicant of sufficient merit.

8. **Selection**

- (1) The Vice-Chancellor may grant a scholarship or prize in accordance with its Specific Terms after receiving a recommendation or nomination from the person(s) or committee stipulated in the Specific Terms (**selection body**).
- (2) A selection body that is a committee will comprise the members stipulated in the Specific Terms, or if no committee composition is stipulated, will be appointed by the Vice-Chancellor in accordance with the Specific Terms.
- (3) Before a person who is not a **staff member** is appointed as a member of a selection body they must agree in writing to comply with the member responsibilities stipulated by the Director.

Note – The responsibilities of members of selection bodies include, for example, keeping applications confidential and declaring conflicts of interest.

- (4) The basis for a recommendation or nomination by a selection body is the selection criteria in the Specific Terms. A selection body will assess the applications before it and apply the selection criteria to determine, at its sole discretion, which applicants it will recommend or nominate (if any) for the grant of the scholarship or prize.
- (5) To the extent consistent with the selection criteria, if applicants are considered equally qualified then the selection body may have regard to applicable University equity policies.
- (6) A recommendation or nomination from a selection body (including one not to grant a scholarship or prize) is final. Such recommendation or nomination is not subject to appeal, nor subject to review except as may be provided by law.
- (7) A decision by the Vice-Chancellor to grant (or not grant) a scholarship or prize (including where the Vice-Chancellor does not adopt a recommendation or nomination from the selection body) is final. Such a decision is not subject to appeal, nor subject to review except as may be provided by law.
- (8) The Director may destroy or delete unsuccessful applications (including related information) at any time selected by the Director that is three months after the Vice-Chancellor determines to grant (or not grant) a scholarship or prize.

9. **Conditions of grant**

(1) The grant of a scholarship or prize is subject to and conditional on the recipient doing all of the following:

- (a) accepting the scholarship or prize in the way and by the date or within the time stipulated in writing by the Director;
- (b) giving the details of a New Zealand bank account in the recipient's name (unless in exceptional circumstances the Director permits another type of bank account) into which any payments under the scholarship or prize are to be made, by the date or within the time stipulated in writing by the Director; and
- (c) satisfying any additional conditions of grant stipulated in the Specific Terms or in writing by the Director by the date or within the time stipulated in the Specific Terms or by the Director.

*Note – For example, where a scholarship includes accommodation in **student accommodation**, the Specific Terms may stipulate that the grant of the scholarship is conditional on the recipient accepting a place in the student accommodation by the required date.*

(2) If a recipient does not satisfy a condition in section 9(1) by the date or within the time stipulated, then the scholarship or prize will lapse and be forfeited and have no further force or effect. If a scholarship is forfeited, the recipient may reapply for consideration for the scholarship at another time subject to and in accordance with the Specific Terms for the scholarship at that time.

Note – The forfeiture of a scholarship does not prevent the recipient from applying for a different scholarship unless this is precluded by the Specific Terms of that scholarship.

(3) A recipient who accepts a scholarship or prize, or accepts a payment or a **credit** given in accordance with a scholarship or prize, is deemed to have:

- (a) read, understood, and accepted this Statute and the Specific Terms for the scholarship or prize;
- (b) authorised the Director to make public:
 - (i) the name of the scholarship or prize and the recipient's name and field(s) of study; and
 - (ii) other information about the recipient (unless the recipient notifies the Director in writing that they do not authorise any other information being made public); and
- (c) authorised the Director, when a scholarship ends, to share with the external funder (if any) a copy of the recipient's academic transcript and the qualifications they completed while they held the scholarship.

10. Admission and enrolment

- (1) The grant of a scholarship is also subject to and conditional on the recipient doing all of the following by the date or within the time stipulated in the Specific Terms or by the Director (unless the commencement of the scholarship is deferred under section 11):
 - (a) receiving and accepting an offer of admission to the applicable programme and satisfying any conditions (unless the recipient is already admitted to the programme);
 - (b) enrolling in **full-time study** in the applicable programme (unless section 10(4) applies);
 - (c) receiving confirmation of enrolment and satisfying any conditions; and
 - (d) agreeing to pay and paying (or arranging the payment of) all tuition and other fees payable.
- (2) If a scholarship recipient does not satisfy a condition in section 10(1) by the date or within the time stipulated, then the scholarship will lapse and be forfeited and have no further force or effect. The recipient may reapply for consideration for the scholarship at another time subject to and in accordance with the Specific Terms for the scholarship at that time.

Note – The forfeiture of a scholarship does not prevent the recipient from applying for a different scholarship unless this is precluded by the Specific Terms of that scholarship.

- (3) During the term of a scholarship, a recipient must be continuously enrolled in **full-time study** in the applicable programme (unless section 10(4) applies) unless:
 - (a) a suspension of the scholarship is approved under section 11;
 - (b) a person or committee stipulated in the Specific Terms can approve otherwise and such approval is given; or
 - (c) the Director approves otherwise.
- (4) A scholarship recipient may hold a scholarship while enrolled in **part-time study** where:
 - (a) the applicable programme requires enrolment in part-time study;
 - (b) the Specific Terms stipulate that the scholarship recipient can hold the scholarship while enrolled in part-time study; or
 - (c) the Specific Terms stipulate that a person or committee (**approval body**) can approve the scholarship recipient to hold the scholarship while enrolled in part-time study for a specified period.

Requests for approval under section 10(4)(c) must be made in writing to the Director giving the reasons for the request. The recipient must promptly provide any supporting evidence requested by the Director.

- (5) Where a scholarship recipient holds a scholarship while enrolled in part-time study:
 - (a) the scholarship value may be adjusted as determined by the Director;
 - (b) the recipient must still comply with any restrictions in the Specific Terms on additional and paid work (inside or outside the University) carried out by the recipient unless the Specific Terms state otherwise; and
 - (c) where an approval body gave an approval under section 10(4)(c):
 - (i) the recipient must notify the Director of any changes to the circumstances on which the approval was given in accordance with section 16(4)(c);
 - (ii) the approval body may notify the recipient in writing that such approval is withdrawn from a specified date because of changes to the recipient's circumstances and in order to comply with the requirements of section 10(3) the recipient therefore must enrol in full-time study by that specified date.
- (6) To avoid doubt, a recipient will not be paid the value or remaining value of a scholarship if they withdraw from the applicable programme or their enrolment in the applicable programme ends or is terminated for any reason (unless the Director approves otherwise).
- (7) A scholarship recipient acknowledges that:
 - (a) the Act and the University's statutes, regulations, policies, and procedures govern admission to and enrolment in the applicable programme and in the courses comprising that programme; and
 - (b) a recipient has no claim against the University arising from the forfeiture or termination of a scholarship because their application for admission or their enrolment is declined or terminated by the University for any reason.

11. **Deferral and suspension**

- (1) The commencement of a scholarship may be deferred at the request of a recipient if the Specific Terms stipulate that a person or committee can approve a deferral for a specified period and such approval is given.
- (2) A scholarship may be suspended after it has commenced at the request of a recipient if either:
 - (a) the Specific Terms stipulate that a person or committee can approve a suspension for a specified period and such approval is given; or
 - (b) the Director is satisfied that there are compelling reasons to approve a suspension and approves a suspension for a specified period.
- (3) Deferral and suspension requests must be made in writing to the Director giving the reasons for the request. The recipient must promptly provide any supporting evidence requested by the Director.

12. General requirements

- (1) A recipient must comply with:
 - (a) this Statute;
 - (b) the Specific Terms of the scholarship or prize; and
 - (c) any requirements stated on the application form or stipulated in writing by the Director.
- (2) A scholarship recipient must actively engage with, and make satisfactory academic progress in, the applicable programme which includes but is not limited to:
 - (a) submitting assessments;
 - (b) sitting examinations;
 - (c) engaging in compulsory programme activities; and
 - (d) meeting any specific GPA or GPE requirements or other academic progress requirements stipulated in the Specific Terms.
- (3) A scholarship recipient must use the scholarship funds for the purposes stipulated in the Specific Terms, and if no purposes are stipulated, for costs directly related to their study.

13. Scholarships with credit

- (1) Where all or part of the value of a scholarship is in the form of a credit, the scholarship or that part will not be paid directly to the recipient but will be paid to the credit of their account with the University or another organisation for the provision of the relevant goods or services to the recipient. A credit can not be exchanged for a cash payment to the recipient (unless authorised by the Director in exceptional circumstances).
- (2) Where all or part of the value of a scholarship is a credit for accommodation in student accommodation then unless the Specific Terms stipulate otherwise:
 - (a) the recipient must apply for and accept a place in the student accommodation by signing the **residential agreement** by the required date; and
 - (b) if the recipient does not sign the residential agreement when required or the residential agreement ends or is terminated for any reason, the value or remaining value of the credit for accommodation is forfeited and will not be paid to the recipient unless the Director approves otherwise.

14. Concurrent scholarships

- (1) A scholarship recipient may only hold the scholarship concurrently with another scholarship, award, grant, or bursary granted (or to be granted) to the recipient

by the University or another organisation (**concurrent scholarship**) if all the following conditions are met:

- (a) the recipient has disclosed all of the terms of the concurrent scholarship in writing to the Director;
- (b) the terms of the concurrent scholarship do not prohibit the recipient from holding the concurrent scholarship concurrently with the scholarship;
- (c) the Specific Terms of the scholarship do not prohibit the recipient from holding the scholarship concurrently with the concurrent scholarship; and
- (d) if the Specific Terms of the scholarship stipulate that a person or committee must approve the recipient holding the scholarship concurrently with the concurrent scholarship, such approval has been given.

(2) The Specific Terms of a scholarship funded by the University may stipulate that a person or committee can reduce the scholarship value if a recipient is to hold the scholarship concurrently with a concurrent scholarship in accordance with section 14(1).

15. **Prizes**

If a prize is monetary (including vouchers) and two recipients are granted the prize then the prize will be shared equally between the recipients unless:

- (a) the Specific Terms stipulate otherwise; or
- (b) the Director notifies the recipients in writing that they will each receive the full value of the prize.

16. **Information and record-keeping**

- (1) Applicants and recipients must ensure that all statements and declarations they make and all information and records they provide (whether written or oral) at any time in connection with a scholarship or prize (including when applying for a scholarship or prize) are true, complete, accurate, and not misleading.
- (2) The Director may request a recipient at any time to provide records, reports or information relating to a scholarship or prize including but not limited to:
 - (a) records, reports or information required under the Specific Terms (if any);
 - (b) information related to the recipient's eligibility for the scholarship or prize; and
 - (c) any other information that the Director may reasonably request.

A recipient must provide the records, reports or information requested by the Director within 14 days of the request (or by a later date stipulated by the Director in the request) in the form in which they are requested.

- (4) A scholarship recipient must promptly notify the Director in writing of any of the following matters:

- (a) a change in their enrolment or funding status;
- (b) all the terms of a concurrent scholarship granted (or to be granted) to the recipient by the University or another organisation;
- (c) if approved to hold the scholarship while enrolled in part-time study, a change to the recipient's circumstances on which such approval was given;
- (d) if the Specific Terms include a restriction on additional and paid work that can be carried out by the recipient, a change in their employment status that may affect their compliance with that restriction; and
- (e) any other changes in the recipient's circumstances that may affect their eligibility for the scholarship or their compliance with this Statute or the Specific Terms of the scholarship.

(5) The Director may investigate at any time the circumstances of a recipient relating to their eligibility for, or holding of, a scholarship or prize.

(6) If a recipient fails or refuses to comply with a requirement in this section 16 the Director may, on written notice to the recipient, suspend payment of the scholarship or prize with immediate effect.

17. **Termination by the University**

- (1) A recipient's scholarship may be terminated by the University as permitted in this Statute or the Specific Terms.
- (2) Without limiting the generality of section 17(1), the Director may terminate a scholarship by written notice to the recipient with immediate effect in any one or more of the following circumstances:
 - (a) a recipient provides untrue, incomplete, inaccurate, or misleading statements, declarations, information, or records in connection with the scholarship or prize (including when applying for a scholarship or prize);
 - (b) a recipient does not comply with a requirement of this Statute, the Specific Terms, or any requirements stated on the application form or stipulated in writing by the Director;
 - (c) a scholarship recipient enrols at another tertiary education provider in New Zealand or overseas unless the enrolment is either:
 - (i) part of a student exchange or study abroad arrangement approved by the University; or
 - (ii) at an overseas education institution approved in accordance with the Specific Terms of the scholarship; or
 - (d) in such other circumstances as the Director reasonably determines.

- (3) If a scholarship is terminated under section 17:
 - (a) no payment or credit, or further payment or credit, under the scholarship will be made or given; and
 - (b) the Director may, in writing, require the recipient to repay an amount not exceeding the amount or value received under the scholarship (whether directly or by payments or credits made on the recipient's behalf) within the time stipulated by the Director.
- (4) To avoid doubt, nothing in section 17(3)(b) limits the liability of the recipient under section 19(2)(a).

18. **Withdrawal from scholarship**

- (1) A scholarship recipient may withdraw from a scholarship at any time by giving written notice to the Director.
- (2) If a scholarship recipient withdraws under section 18(1):
 - (a) the Director may, in writing, require the recipient to repay an amount not exceeding the amount or value received under the scholarship (whether directly or by payments or credits made on the recipient's behalf) within the time stipulated by the Director; and
 - (b) the recipient must comply with all of their obligations to the external funder (if any) that apply upon termination of the scholarship.
- (3) To avoid doubt, nothing in section 18(2)(a) limits the liability of the recipient under section 19(2)(a).

19. **Recovery of debts**

- (1) If an amount under a scholarship is required by the Director to be repaid by a recipient any unpaid amount is recoverable as a debt due to the University.
- (2) If the recipient has not paid their debt within the time specified by the Director, the Director may, at their sole discretion, do one or both of the following:
 - (a) take action to recover the debt and any costs such as legal and collection fees which relate to the non-payment of the debt together with interest on the amount unpaid at a rate reasonably determined by the University;
 - (b) decline to release the recipient's official academic transcript.

20. **Right of review**

- (1) A decision made by the Director under this Statute is final and not subject to appeal, nor subject to review except as provided in section 20(2) or as may be provided by law.
- (2) A recipient may request the **Registrar** to review a decision by the Director to:
 - (a) terminate a scholarship under section 17;

- (b) require the recipient to repay an amount not exceeding the amount or value received under the scholarship under sections 17(3)(b) or 18(2)(a); and/or
- (b) decline to release their official academic transcript under section 19(2)(b).

(3) Any request for review under section 20(2) must be notified by the recipient in writing to the Registrar within 20 days of the recipient being notified of the decision which is the subject of the request for review.

(4) When lodging a request for review the recipient must clearly state the grounds on which the request is based and provide all materials relevant to the request.

(5) The Registrar will review the merits of the decision, the process, and such other relevant matters as the Registrar thinks fit. The review shall be decided on the papers alone unless the Registrar, at their sole discretion, decides otherwise.

(6) The decision of the Registrar is final and not subject to appeal, nor subject to review except as may be provided by law.

21. Tax, student loans or allowances, and status

- (1) A recipient is solely responsible for any tax payable by the recipient in respect of the scholarship or prize and for obtaining any independent financial or tax advice required in respect of any such tax payable.
- (2) The recipient is solely responsible for establishing what effect (if any) funding from a scholarship has upon the recipient's eligibility for, or entitlement to receive, a student loan or allowance.
- (3) To avoid doubt, the recipient is not an employee or contractor of the University by reason of the granting of a scholarship or prize.

22. Personal information

- (1) Personal information about an applicant or recipient (the **individual**) may be collected from someone other than the individual for any of the following purposes:
 - (a) assessing and evaluating the individual's application;
 - (b) making a recommendation or nomination or granting a scholarship or prize;
 - (c) facilitating or administering a scholarship or prize in accordance with this Statute and the Specific Terms;
 - (d) deciding whether a scholarship or prize should be continued, modified, or terminated; or

- (e) for an individual who is a scholarship recipient, reviewing their academic progress and providing progress reports to the external funder if required.

(2) In the event of a request from the individual under IPP 6 of the Privacy Act 2020:

- (a) personal information (including evaluative information) about the individual that is supplied by a staff member who is supervising research being undertaken (or proposed to be undertaken) by the individual may be disclosed to the individual; and
- (b) personal information about the individual that is **evaluative material** supplied by a person on the basis of a promise that the information or the identity of the person who supplied it (or both) would be held in confidence may be withheld in accordance with section [50](#) of the Privacy Act 2020.

23. **Definitions**

In this Statute, unless the context otherwise requires:

Act means the [Education and Training Act 2020](#).

Applicable programme means a programme of study at the University as described in the relevant programme regulations (or part of a programme), or if permitted by the Specific Terms, either:

- (a) approved study at another education institution as part of an approved student exchange or study abroad arrangement; or
- (b) a programme of postgraduate study at a recognised overseas education institution approved in accordance with the Specific Terms.

Applicant means a person who submits an application for a scholarship or prize, and includes a **nominee** for a scholarship or prize.

Application means an application started or submitted by an applicant for a scholarship or prize in accordance with section 5.

Award means a type of scholarship which may be of lower value and/or not necessarily granted on the basis of academic merit.

Bursary means a type of scholarship which is typically funded by a University faculty and consists of a tuition fees credit.

Council means the Council of the University.

Commencement date has the meaning in section 1(2).

Concurrent scholarship has the meaning in section 14(1).

Credit means a credit for tuition fees, student services fees, accommodation in student accommodation, health and travel insurance, or another form of credit for the benefit of a recipient stipulated in the Specific Terms.

Director means the person for the time being holding the position of Director Student and Scholarly Services and their delegates.

External funder means a person or organisation other than the University that funds a scholarship or prize and includes funding bodies.

Eligibility criteria means the eligibility criteria stipulated in the Specific Terms that must be satisfied for an applicant to be eligible for consideration for the scholarship or prize.

Evaluative material has the meaning given in section [50\(2\)](#) of the Privacy Act 2020.

Existing regulations means regulations made by Council before the commencement date to establish a scholarship or prize and includes any amendments to those regulations made before or after the commencement date.

Full-time study has the meaning given in the [Enrolment and Programme Regulations](#).

GPA means Grade Point Average – GPA is a means of measuring a student's performance at the University and is the average grade achieved over a period of time expressed numerically on a scale between 0 (no passes) and 9 (A+ average).

GPE means Grade Point Equivalent – GPE is a means of measuring a person's prior relevant academic performance and experience. Grades or marks achieved at external institutions and/or in examinations (such as NCEA) are expressed as an equivalent to a GPA on the scale 0-9.

LSRI means a Large Scale Research Institute at the University.

Nominee means a student nominated by a selection body for the grant of a scholarship or prize for which no application is required to be submitted.

Part-time study has the meaning given in the [Enrolment and Programme Regulations](#).

Prize means a prize granted by Council to recognise a specified achievement that is established or continued in accordance with section 4.

Recipient means a person who has been granted a scholarship or prize (whether or not subject to the satisfaction of any conditions) and includes a person who has received part of a scholarship or prize.

Registrar means the person for the time being holding the appointment of Registrar of the University.

Residential agreement means the agreement giving a student the right to occupy and use student accommodation and includes all applicable residential rules.

Scholarship means a scholarship granted by Council to support a recipient's study at the University or another educational institution that is established or continued in accordance with section 4 and includes an award and a bursary.

Scholarship funds means the monies paid to a recipient in accordance with the Specific Terms of a scholarship.

Selection body has the meaning in section 8(1).

Selection criteria means the selection criteria stipulated in the Specific Terms for the grant of the scholarship or prize.

Specific Terms means the Specific Terms of a scholarship or prize stipulated by the Vice-Chancellor in accordance with section 4.

Staff member means a person employed by the University on a full-time or part-time basis. This includes permanent, fixed-term, and casual staff members.

Stipend means a fixed regular cash amount paid to a recipient while they hold the scholarship.

Student means a student enrolled at the University and includes former students.

Student accommodation means student accommodation owned or operated by the University including catered halls of residence and self-catered residences.

Term means the duration of a scholarship.

University means the University of Auckland | Waipapa Taumata Rau.

Value is the deemed value to the recipient of a scholarship or prize which is not necessarily the same as the cost to the University and/or an external funder.

Vice-Chancellor means the person for the time being holding the position of Vice-Chancellor at the University and their delegates.

Schedule 1 – Specific Terms for a Scholarship

Note - The Specific Terms for a scholarship must be in the form below (or such other form approved by the Vice-Chancellor from time to time) however the clauses below can be edited as required to reflect the specific terms and conditions of the scholarship.

[Name of Scholarship]

Faculty/LSRI:	<i>[Insert applicable faculty/faculties/LSRI(s)]</i>
Applicable programme:	<i>[Insert description of programme of study] at [Waipapa Taumata Rau University of Auckland (University) or [a recognised overseas educational institution]</i>
Application process:	<i>[Insert brief description of application process] or [No application is required]</i>
Term:	<i>[Insert the duration of the scholarship]</i>
Purpose:	<i>[Insert the purpose of the scholarship. For example, For costs directly related to study at the University]</i>
Number on offer:	<i>Up to [Insert maximum number of scholarships on offer]</i>
Value:	<i>[Insert value and components of the scholarship]</i>
Code:	<i>[Insert reference code if required]</i>

Specific Terms of the scholarship

1. Scholarship description

- (1) The objective of the scholarship is to *[insert the high level objective]*.
- (2) A recipient must use the scholarship funds for *[costs directly related to their study at the University] or [insert another purpose as stated in the summary above]*.
- (3) The terms of the scholarship comprise sections 5 to 23 of the Scholarships and Prizes Statute 2025 (**Statute**) *[hyperlink]*, these Specific Terms, and any requirements stated on the application form or stipulated in writing by the Director.

[Include the following if the scholarship is called an award or a bursary] Note: The term "scholarship" includes [an award] or [a bursary].

2. Commencement and term

- (1) The scholarship will commence on *[insert details of when the scholarship starts]*. *[Include the following if a person or committee can approve a deferral of the commencement of the scholarship]* The *[insert]* may approve a request by a recipient to defer the commencement of the scholarship for a period specified by the *[insert]* if the *[insert]* considers that there are *[describe the grounds for deferral]*.

(2) The scholarship is for a term of [insert the duration of the scholarship]. [Include the following if a person or committee can approve a suspension of the scholarship] The [insert] may approve a request by a recipient to suspend the scholarship after it has commenced for a period specified by [insert] if [insert] considers that there are [describe the grounds for suspension].

Note - See section 11 (Deferral and suspension) of the Statute [hyperlink].

3. **Scholarship value**

The scholarship comprises:

[Set out the components of the scholarship]

4. **Eligibility criteria**

(1) The eligibility criteria for the scholarship are:

[Set out the eligibility criteria including a description of the applicable programme and any specific requirements for the courses comprising that programme]

(2) *[Include the following if required]* An applicant is not eligible for consideration for the scholarship [set out the exclusion criteria such as where the applicant already holds a doctoral degree].

Note - See section 6 (Eligibility criteria) of the Statute [hyperlink].

5. **Selection process and criteria**

(1) The scholarship is granted by the Vice-Chancellor after receiving a recommendation or nomination from [insert a description of the selection body].

(2) *[Include the following if the selection body is a committee other than the Scholarships Committee]* The [insert] comprises [insert composition].

(3) The selection criteria for the grant of the scholarship are:

[Set out the selection criteria].

(4) *[Include the following if required]* An applicant must attend such [interview(s) |auditions(s)] at such time(s) and place(s) as may be required by the Director.

Note: See section 8 (Selection) of the Statute [hyperlink].

6. **Additional conditions of grant** *[Include the following if there are additional condition(s) of grant under section 9(1)(c) of the Statute]*

The additional conditions of grant under section 9(1)(c) of the Statute are:

(a) *[describe the condition(s) and the date or time period within which the condition(s) must be satisfied].*

Note - See section 9 (Conditions of grant) of the Statute [hyperlink].

7. **Admission and enrolment**

- (1) A recipient must receive confirmation of unconditional enrolment in full-time [or part-time] *[Include if the scholarship can be held while the recipient is enrolled in part-time study]* study in the applicable programme [(subject to clause 7(2))] and all tuition and other fees must be paid in accordance with section 10(1) of the Statute by *[insert the date or time period within which the recipient must be unconditionally enrolled to take up the scholarship]*.
- (2) *[Include the following if a person or committee is permitted to approve a request for the scholarship to be held while the recipient is enrolled in part-time study]* The *[insert person or committee]* may approve a recipient to hold the scholarship while enrolled in part-time study for a period specified by *[insert person or committee]* if *[the recipient is a domestic student and]* *[insert person or committee]* considers *[insert grounds for approving a request]*.

Note - See section 10 (Admission and enrolment) of the Statute [hyperlink].

8. **General requirements**

During the term of the scholarship, a recipient must:

[Set out any other specific requirements such as GPA or GPE requirements or other academic progress requirements or limits to paid work and any approval process with respect to paid work]

Note - See section 12 (General requirements) of the Statute [hyperlink].

9. **Concurrent scholarships** *[Include the following if holding the scholarship with a concurrent scholarship is prohibited or requires approval]*

- (1) *[Include the following if holding the scholarship concurrently with a concurrent scholarship is prohibited]* A recipient must not hold the scholarship concurrently with:
 - (a) *[Describe or list other scholarships, awards, bursaries, or grants that must not be held concurrently with the scholarship]*
- (2) *[Include the following if a person or committee must approve a recipient holding the scholarship concurrently with a concurrent scholarship under section 14(1)(d) of the Statute]* A recipient may only hold the scholarship concurrently with *[another scholarship, award, grant, or bursary granted (or to be granted) to the recipient by the University or another organisation | insert a list of the applicable concurrent scholarships (a concurrent scholarship)]* if the requirements of section 14(1) of the Statute are met and with the approval of the *[insert the person's role or the name of the committee]*.
- (3) *[Include details of any reduction in scholarship value if applicable for scholarships funded by the University]*

Note - See section 14 (Concurrent scholarships) of the Statute [hyperlink].

10. **Applications** *[Include the following if applications are required]*

Applications must be made [*using the online application portal on the webpage for the scholarship located on [Find a scholarships or award](#).*]

Note - See section 5 (Applications) of the Statute [hyperlink].

11. Definitions

- (1) A word that is defined in section 23 (Definitions) of the Statute [*hyperlink*] has the same meaning when used in these Specific Terms.
- (2) [*Insert or provide hyperlinks to any other definitions used in the Specific Terms*]

12. Commencement [and revocation]

These Specific Terms come into force on [*insert date*]. [*Include the following if there are existing regulations for the scholarship*] The [*insert name of existing regulations*] are revoked on that date.

Schedule 2 – Specific Terms for a Prize

Note - The Specific Terms for a prize must be in the form below (or such other form approved by the Vice-Chancellor from time to time) however the clauses can be edited as required to reflect the specific terms and conditions of the prize.

[Name of Prize]

Faculty/LSRI:	<i>[Insert applicable faculty/faculties/LSRI(s)]</i>
Applicable study:	<i>[Insert degree and course if applicable]</i>
Application process:	<i>[Insert brief description of application process] or [No application is required]</i>
[Number on offer:	<i>[One Up to [insert number]]</i>
Value:	<i>[Insert monetary value or type/description of prize]</i>
Code:	<i>[Insert reference code]</i>

Specific Terms of the Prize

1. Prize description

- (1) The objective of the prize is to *[insert high level objective]*.
- (2) The terms of the prize comprise sections 5 to 23 of the Scholarships and Prizes Statute 2025 (**Statute**) *[hyperlink]*, these Specific Terms, and any requirements stated on the application form or stipulated in writing by the Director.

2. Prize value

The prize comprises *[set out the details of the prize]*.

3. Eligibility criteria *[Include the following if there are eligibility criteria]*

- (1) The eligibility criteria for the prize are:
 - (a) *[Include the following if applicable][the applicant must have been enrolled in full-time study in the relevant year]*
 - (b) *[Set out any other eligibility criteria]*.
- (2) *[Include the following if required]* An applicant is not eligible for consideration for the prize *[set out the exclusion criteria]*.

*Note - See section 6 (Eligibility criteria) of the Statute *[hyperlink]*.*

4. Selection process and criteria

- (1) The prize is granted by the Vice-Chancellor after receiving a recommendation or nomination from *[insert a description of the selection body]*.

(2) [Include the following if the selection body is a committee] The [insert the name of the committee] comprises [Insert details of the composition of the committee].

(3) The selection criteria for the grant of the prize is [set out the selection criteria].

Note - For a prize value of less than \$1,000 a tie-break must be included.

(2) [Include the following for a prize value of \$1,000 or over that is not to be shared equally in accordance with section 15 of the Statute] [If two or more recipients are granted the prize then [insert a description of what happens].

Note: See sections 8 (Selection) and 15 (Prizes) of the Statute [hyperlink].

5. **Additional conditions of grant** [Include the following if there are any additional condition(s) of grant under section 9(1)(c) of the Statute]

The additional conditions of grant under section 9(1)(c) of the Statute are:

(a) [describe the condition(s) and the date or time period within which the condition(s) must be satisfied].

Note - See section 9 (Conditions of grant) of the Statute [hyperlink].

6. **Applications** [Include if applications are required]

[Set out the details of the application process]

Note - See section 5 (Applications) of the Statute [hyperlink].

7. **Definitions**

(1) A word that is defined in section 23 (Definitions) of the Statute [hyperlink] has the same meaning when used in these Specific Terms.

(2) [Insert any other definitions only used in the Specific Terms]

8. **Commencement [and revocation]**

These Specific Terms come into force on [insert date]. [Include the following if there are existing regulations for the prize] [The [insert name of existing regulations] are revoked on that date].

Document management and control

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Content manager: Chief Operating Officer & Registrar

Approved by: Council

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