

# Scholarships TIPS

Find all you need to know about the  
Wintec scholarship process inside!

2014

create your world  
[www.wintec.ac.nz/scholarships](http://www.wintec.ac.nz/scholarships)



**Wintec**  
WAIKATO INSTITUTE OF TECHNOLOGY

## What's the difference between scholarships, grants and awards?

- **Scholarships** are often awarded on the basis of academic achievement; however, depending on the criteria, you do not always have to be an A student to win a scholarship. The committee may look at your community involvement or extra curricula activities. Many scholarships are specifically awarded for the payment of tuition fees only.
- **Grants** are similar to scholarships. It is a sum of money to fund something specific such as education or living costs.
- **Awards** can be given as a prize or reward for different criteria. In many cases, you need to be nominated.

## Searching for scholarships...

There many ways to search for scholarships and grants. Here are some simple steps to find scholarships/grants information:

- **Wintec Scholarships website:** <http://www.wintec.ac.nz/scholarships/>  
The scholarships listed on this website are generally categorised by course of study, age, ethnicity and gender.
- **Wintec Scholarships E-Newsletter.** If you would like to be notified of scholarships being offered each month and stay informed of the most updated Wintec scholarships information, please subscribe to our e-newsletter by registering here: <http://www.wintec.ac.nz/scholarships/register.aspx>
- **Wintec Scholarships Information Sessions.** At the beginning of each semester, the scholarships advisors are running a number of free Scholarship Information Sessions for Wintec students. Keep an eye out for the dates (they will be announced on the e-newsletter as well) and come along. This will be a great opportunity for you to ask anything scholarships related and have your questions answered.
- **BreakOut funding databases ([www.fis.org.nz](http://www.fis.org.nz)).** This is the national database for scholarships, grants, and awards with over 2,000 awards being

listed. This is a professional subscriber site and there are costs for private use. Some public libraries and other locations do offer subsidized or free access. Please check the BreakOut website here: <http://www.fis.org.nz/index.php?area=Waikato&app=BreakOut> to view all public locations.

- **Universities of New Zealand Website ([www.universitiesnz.ac.nz](http://www.universitiesnz.ac.nz))**
- **Teach NZ website ([www.teachnz.govt.nz](http://www.teachnz.govt.nz))**
- **Ministry of Education TESSOL Scholarship**
- **For Māori students, here are a few useful websites:**
  - Māori Education Trust Scholarships: <http://www.maorieducation.org.nz>
  - Links to Iwi and Hapū sites: <http://www.tkm.govt.nz>
  - Kia Ora Hauora website: <http://www.kiaorahauora.co.nz/scholarship>
  - Te Puni Kōkiri Scholarships and Funding website: <http://www.tpk.govt.nz/en/services/scholarships/>
  - Te Tapuae o Rehua website: <http://www.tetapuae.co.nz/scholarships-grants/>
- For secondary school students enrolling to tertiary, we would recommend contacting the careers advisor at your school to enquire about scholarships possibilities (ie. David Johnstone Charitable Trust Scholarship for domestic students, or Waikato Education International Student Scholarships for international students). You are also welcome to browse Wintec's Scholarships website to learn more about your options.

## While browsing for scholarships information...

- Take time to read the regulations and background information of the scholarship, and learn about the objective, purpose and funder of the scholarship.
- Contact the funder directly to enquire for the most up-to-date information. Information about scholarships can frequently change (i.e. application opening and closing dates), therefore it is important to double check with the funder regarding what is required prior to submitting the application.

- The application close date is paramount. Most scholarships have a strict deadline in which no late application will be accepted. Please note, many outdated scholarships stay published on the websites so that you will be able to browse and learn about the scholarship and what was required in the previous year – this information may also provide an indication of when the scholarship will be closed or open again in the future.
- Read the “how to apply” instructions carefully. Some will specifically require you to apply online, whereas others may provide you with options of more than one way to apply.

### **Tips around applying for scholarships...**

- Please check the requirements (ie. documents you need to provide) and make sure you have completed the application form and provided all the information that was asked for.
- For Wintec students, remember that Wintec Student Advisors are more than happy to check and provide you with advice around application processes and forms (free of charge) before you submit your application. Be sure to make an appointment with the advisors early to ensure availability and to meet application deadlines.
- Many scholarships are being awarded based on your academic merit, community involvements and additional activities outside your studies. It is common that you will have to provide a personal statement to describe ‘what the scholarship means to you’ and to list ‘your achievements in your studies and activities outside school’. If you have been invited to an interview for your scholarship application, we recommend that you are well-prepared and learn the objectives of the scholarship and funder.
- For any scholarship queries and to make an appointment, please email: [Scholarships@wintec.ac.nz](mailto:Scholarships@wintec.ac.nz)

### **Winning a Scholarship... What happens next?**

A representative of the funder or a scholarship advisor will normally inform you of your success by phone, and an official letter of offer will soon follow. Once you have received the letter, if you decide to accept the offer, you must confirm your acceptance of the scholarships by signing and returning the Acceptance Form. By signing this form you are agreeing to the terms and conditions of being the recipient of the scholarship; and further processes will then be organised (i.e. scholarship payments).

Depending on the scholarship/grant and its terms and conditions, please check with the funder regarding the process and how you will receive the monetary award; whether the funding will be transferred directly to the Tertiary Education Provider or to your Studylink account, etc. If you are studying at Wintec and have been awarded a scholarship by an external organisation/funder, please check with the Student Enrolment and Information Centre to learn the processes.

**In addition, we have put together some general information for scholarship/grant recipients to follow:**

#### **Send a thank-you letter**

Although this is not compulsory and is not normally stated in the regulations, we would highly recommend that you send a thank-you letter to the funder. This is especially encouraged when you have been awarded with a prestigious award/scholarship.

#### **Award ceremonies and publicities**

As the recipient of a scholarship, it is common that you will be invited to attend an award ceremony and be involved in publicities around the scholarship. This is normally stated in the terms and conditions of accepting the scholarship, and you will be expected to participate, unless there is a very good reason for not being able to adhere to this condition.

## Maintain your academic performance

Many scholarships will require you to maintain your academic performance. This is especially important if you have received an ongoing scholarship (one which you receive for more than one year, or is paid by instalments). If you do not manage to perform well in your academia during the tenure of the scholarship, you may not have to pay back any money you have already received, however you may not be able to receive the scholarship for the coming year or instalment.

## Stay enrolled in your course

As part of the conditions of many scholarships, you will be required to stay enrolled in the course in which you were awarded the scholarship for. If you are applying for a Wintec scholarship, we will check your enrolment when you initially apply for the scholarship. However, should your circumstances change through the year, please contact the scholarship advisor and the Enrolment Centre to inform them of changes, and they will discuss with you the implication that may happen in affect to the change of circumstance.

## Progress reports

Sometimes the funder will ask for a progress report on the progress of your studies (usually once every semester). For most scholarships, this is simply for the sponsor's interest and will not effect your scholarship (unless you do not comply with the regulations and conditions of the scholarship).

## HOW SCHOLARSHIPS WORK

APPLY

PROCESS

INTERVIEW  
(OPTIONAL)

SCHOLARSHIP  
RECIPIENT(S)  
ANNOUNCED

PRESENTATION/AWARD  
CEREMONY (OPTIONAL)

PAYMENT