



AUT SCHOLARSHIP APPLICATION FORM

INFORMATION FOR APPLICANTS

- Read the criteria for the Scholarship you wish to apply for carefully. If you do not meet all criteria, contact the Scholarships Office for advice.
- Make sure you **check the closing date** and that you have allowed plenty of time to forward all completed sections of the application.
- If you have not already supplied a certified copy of your identity documents as part of an enrolment at AUT you must include these with your application, i.e., Birth Certificate or Passport.
- Please carefully **read and sign the declaration** on page two of this form.
- **Please send your completed application to the Scholarships Office; contact details listed below.**

For Office Use:

Which Scholarship are you applying for

Contact Details

<p>AUT Student ID (if known) _____</p> <p>First Name _____</p> <p>Last Name _____</p> <p>Address _____ _____ _____</p> <p>Telephone _____</p> <p>Mobile _____</p>	<p>Date of Birth _____</p> <p>Gender <input type="checkbox"/> Female <input type="checkbox"/> Male</p> <p>Citizenship <input type="checkbox"/> NZ Permanent Resident or NZ Citizen</p> <p> <input type="checkbox"/> Other (specify) _____</p> <p>Ethnicity _____</p> <p>Iwi (if applicable) _____</p> <p>_____</p> <p>_____</p> <p>Fax _____</p> <p>Email _____</p>
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Referees Details: Check the criteria/Terms of Reference for the scholarship you are applying for and **if required** please supply the names and contact details of two people who could act as a referee for your application. Please ensure your referees send in a written reference before the scholarship closing date.

<p>Name: _____</p> <p>Address: _____ _____ _____ _____</p> <p>Telephone: _____</p> <p>E-Mail: _____</p> <p>Fax: _____</p>	<p>Name: _____</p> <p>Address: _____ _____ _____ _____</p> <p>Telephone: _____</p> <p>E-Mail: _____</p> <p>Fax: _____</p>
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Qualifications

Secondary (if recent) and Tertiary (if applicable). Please attach a certified copy of your results (if available) otherwise make arrangements to have them forwarded directly to the Scholarships Office (please note where they will be sent from):

Institution	Qualification	Year Attained

Prizes and Awards

(Please list any academic prizes, awards or scholarships you have received in the last 5 years:)

Personal Information and the Privacy Act

- The personal information you provide in your scholarship application is protected by AUT's policies and the Information Privacy Principles.
- The information will only be used to determine whether or not you will receive the scholarship. It will only be disclosed to a small group of staff and others who have responsibility for making decisions about scholarships.
- A record of your application will be held in the Scholarships Office and recorded in a secured scholarships module of the University database.
- You have the right of access to all personal information AUT holds about you unless there is a statutory reason for withholding it. Some information provided by referees may be kept confidential as "evaluative opinion" unless written permission from the author is received.

Declaration

- I have read and accepted the Terms of Reference for the Auckland University of Technology Scholarship I have applied for.
- I authorise the University to disclose to the Scholarships Office details about my academic progress to confirm that during the period I receive my Scholarship I continue to satisfy the criteria.
- I declare that I have prepared the material presented in this application.
- The information I have provided in my application is a true and complete record of my circumstances and I acknowledge that AUT may cancel my Scholarship if I have supplied false information.
- I agree to be included in any promotional activities that AUT wish to run in conjunction with the awarding of this Scholarship.

Applicant's signature: _____

Date: _____

For Office Use

Please check that you have supplied all application requirements

Supporting Documents:	<input type="checkbox"/>	List:	_____
Residency Checked:	<input type="checkbox"/>	Acknowledgement:	<input type="checkbox"/> Date sent: _____
Academic Evidence:	<input type="checkbox"/>	Sent to Selection Panel:	<input type="checkbox"/> Date sent: _____
Entry on Database:	<input type="checkbox"/>	Notification:	<input type="checkbox"/> Date sent: _____

ADVICE TO APPLICANTS

Applications must arrive by the closing date. No undertaking is given to accept late applications.

Academic transcripts will not be provided by the Scholarships Office.

Please **check** the Terms of Reference for the scholarship you are applying for to identify **if references** are required. Where references are required:

- Referees should NOT be asked to send their reports to you, as they must have the opportunity to be completely frank.
- References must be clearly marked with your full name and the name of the scholarship for which you are applying.

The Scholarship Application process is not part of the Enrolment or Admission Application Process. You must supply documentation separately for each application process.

Please do not send original birth certificates or other original documents. Send only copies that have been certified by a JP, a solicitor, or a staff member in the university. The University Scholarships Office accepts no responsibility to return any documents.

You must send single-sided hard copies of your application. Electronic copies will not be accepted.

Please do not put your application into any sort of folder. Simply attach all pages with ONE staple or paper clip in the top left hand corner. All pages should be A4 size. (See also check list above).

Incomplete applications will not be considered.