

## THE IPENZ FOUNDATION ENGINEERING SCHOLARSHIPS 2013

**Are you a New Zealand school leaver thinking about tertiary education in engineering or engineering technology? Would you like some financial help?**

As part of the IPENZ Foundation's objective "To encourage New Zealand school leavers into tertiary education in the fields of engineering and engineering technology", the IPENZ Foundation Scholarships, worth \$5,000 are offered each year, for the purpose of assisting with university costs. These scholarships are available to **assist school students commencing tertiary study towards an IPENZ accredited engineering degree with their university costs.** Please note that these are not hardship scholarships.

There are a number of scholarships available. In the 2013 year as well as the National Scholarships which are available to students from anywhere in New Zealand, a number of IPENZ Branches are offering to co-fund a further seven regional scholarships.

- "The IPENZ Foundation/**Taranaki Branch** Scholarship", which will target students from Taranaki;
- "The IPENZ Foundation/**Hawkes Bay Branch** Scholarship", which will target students from the Hawke's Bay and East Coast regions;
- "The IPENZ Foundation/**Nelson-Marlborough Branch** Scholarship", which will target students from the Nelson-Marlborough region;
- "The IPENZ Foundation/**Auckland Branch** Scholarship", which will target students from Auckland;
- "The IPENZ Foundation/**Wellington Branch** Scholarship", which will target students from the Wellington region;
- "The IPENZ Foundation/**Canterbury Branch** Scholarship", which will target students from the Canterbury region; and
- "The IPENZ Foundation/**South Canterbury Branch** Scholarship", which will target students from the South Canterbury region.

Students from anywhere in the country are encouraged to apply for the 2013 national and regional scholarships. Please note that the Branch Scholarships may not be awarded if there are no suitable candidates from that region.

### SELECTION PROCESS:

- Applications are to be sent to the **IPENZ Foundation Secretariat**, P O Box 12 241, Wellington 6144.
- The Scholarships are awarded by the IPENZ Foundation on the recommendation of a Selection Committee.

Value of Awards: **\$5,000**

For: **Assistance with University costs**

Note: **New Zealand citizens or Permanent residents only**

### REGULATIONS:

1. The Scholarships shall be known as the **IPENZ Foundation Scholarships**, or in the case of the co-funded Branch Scholarships, the **IPENZ Foundation / Taranaki Branch Scholarship**, the **IPENZ Foundation / Hawkes Bay Branch Scholarship**, the **IPENZ Foundation / Nelson-Marlborough Branch Scholarship**; the **IPENZ Foundation / Auckland Branch Scholarship**, the **IPENZ Foundation / Wellington Branch Scholarship** and the **IPENZ Foundation / Canterbury and South Canterbury Branch Scholarships** respectively.
2. Scholarships shall be offered annually to students who are New Zealand citizens or permanent residents and who, in the year of the award, are enrolled to study towards an IPENZ accredited engineering degree. To see the full list of IPENZ accredited engineering degrees visit [http://www.ipenz.org.nz/IPENZ/Education\\_Career/accreditation](http://www.ipenz.org.nz/IPENZ/Education_Career/accreditation)
3. The Scholarships comprise a grant of **\$5,000** towards University costs.
4. Scholars shall be selected from years 12 or 13 only, on the basis of their interest in engineering as a career, motivation to succeed, academic merit and community involvement. **Students who have left school and are participating in a "gap year" are welcome to apply.**
5. The Scholarships shall be awarded by the **IPENZ Foundation** upon the recommendation of a Selection Committee.
6. Application forms are available from: the **IPENZ Foundation** Executive Officer, email - [Foundation@IPENZ.org.nz](mailto:Foundation@IPENZ.org.nz) or PO Box 12 241, Wellington 6144; from school principals; heads of department; schools careers advisors; and / or seventh-form deans; or on line from the Foundation's web site at <http://www.IPENZFoundation.org.nz>
7. **Applications for the 2013 scholarships close with the** IPENZ Foundation Executive Officer, PO Box 12-241, Wellington 6144, on **Friday 05 October 2012.**

**It is very important that applicants read and follow ALL the instructions. Every year a number of students disqualify themselves because their applications are either incomplete or incorrect.**

**THE IPENZ FOUNDATION SCHOLARSHIP – CHECK LIST – ALL DOCUMENTS NEED TO BE ORIGINALS.**

Please take the time to read this check list carefully and ensure you follow all the instructions. Failure to do so could make your application invalid.

Please enclose all six of the following documents (or four if your references are being sent separately):

1. The completed IPENZ Foundation Scholarship Nomination Form ( <a href="#">page 3 of this document</a> )	<input type="checkbox"/>
2. A brief Curriculum Vitae ( <a href="#">maximum of five pages</a> ) detailing your scholastic record, your work history (if any), details of your hobbies and any sport you participate in, plus details of any community involvement / volunteer work / extra curricula activities you are involved with ( <a href="#">there is no need to include a photo</a> ). <b>NB:</b> This cannot be your School Record of Achievement, but rather a document created by you.	<input type="checkbox"/>
3. A 1,000 word essay ( <i>typed</i> ) on “Why I want to be a professional engineer”  Please note the <b>criteria for the essay</b> : it must be at least 900 words and preferably no more than 1050, single spaced, typed in 11 pitch Arial, which should make it no more than two pages (do not include any graphics or photos in your essay). <b>You need to type in the word count at the end of your essay and also add a statement to the effect that the essay is all your own work.</b> <a href="#">ALSO email the essay separately (in MS Word or rtf format – not pdf)</a> to <a href="mailto:Foundation@IPENZ.org.nz">Foundation@IPENZ.org.nz</a>	<input type="checkbox"/>
4. An original reference from the Principal or Associate / Assistant / Deputy Principal or Head of Department of your secondary school. They should comment on your interest in studying engineering, your motivation to succeed, academic merit and any voluntary / community / extra curricula activities you are involved in (if they know about them). Within this application form it is #4 ( <a href="#">page 4 of this document</a> ), but it can be provided as a separate typed document on school letter head. <b>NB:</b> A School Record of Achievement is not considered to be a reference in this instance.	<input type="checkbox"/>
5. A Character Reference which is <u>not</u> to be completed by a close relative. It is preferable, but not essential, that the referee be a Member of IPENZ. They should comment on your interest in studying engineering, your motivation to succeed, any voluntary / community / extra curricula activities you are involved in, and give their reasons as to why you should be awarded an IPENZ Foundation scholarship. Within this application form it is #5 ( <a href="#">page 5 of this document</a> ), but it can be provided as a separate typed document.	<input type="checkbox"/>
6. You need to read the Conditions of Application on Page 6 and, if you are in agreement, sign and enclose the declaration form page (Page 6 of this document) with your application.	<input type="checkbox"/>

**The above six original documents need to be returned by Friday 05 October 2012 to:**

The IPENZ Foundation Executive Officer, PO Box 12 241, Wellington 6144.

*(If your references are being sent under separate cover, please double-check to ensure that they have in fact been sent, as if we do not receive them, your application will not be valid.)*

- Don't forget to do a word count of your essay and note the number of words at the end. Remember it needs to be at least 900 words and no more than 1,050.
- You also need to email your essay ([in either word or rtf format – NOT pdf](#)) to [Foundation@IPENZ.org.nz](mailto:Foundation@IPENZ.org.nz)
- It would be helpful if the documents were collated in the above order for submission
- **PLEASE DO NOT BIND, STAPLE OR PLACE YOUR APPLICATION IN A SPECIAL FOLDER – ONE PAPER CLIP WILL DO.**

**Please note that [in January 2013](#) when you receive:**

7. your final NCEA/CIE or other relevant exam results, and
  8. confirmation of enrolment at your chosen tertiary institution (**this needs to show the courses you will be taking**)
- copies of this information need to be forwarded to the IPENZ Foundation Executive Officer to support your application (preferably scanned/mailed to [Foundation@IPENZ.org.nz](mailto:Foundation@IPENZ.org.nz) ). Please make sure your name is on both the NCEA/CIE and tertiary institution documents.

- **ALL EIGHT DOCUMENTS NEED TO BE PROVIDED IN ORDER FOR YOUR APPLICATION TO BE CONSIDERED.**

If you have any questions at any time about your application, you can contact the Foundation Executive Officer by email on [Foundation@IPENZ.org.nz](mailto:Foundation@IPENZ.org.nz)

**THE IPENZ FOUNDATION SCHOLARSHIP NOMINATION FORM (Document 1)**

This **Scholarship nomination** form is to be completed by the Applicant and the Principal or Head of Department from their school.

<b>SCHOOL DETAILS</b>			
School currently attended	<input style="width: 95%;" type="text"/>		
School attended in previous year (if different from above)	<input style="width: 95%;" type="text"/>		
<b>STUDENT DETAILS</b>			
Surname or Family name	<input style="width: 95%;" type="text"/>		
First or Given names	<input style="width: 95%;" type="text"/>		
Birth Date	<input style="width: 150px;" type="text"/>	Home Address	<input style="width: 400px;" type="text"/>
Home phone	<input style="width: 200px;" type="text"/>		<i>no. and street</i>
Mobile phone	<input style="width: 200px;" type="text"/>		<i>suburb</i>
Email address	<input style="width: 650px;" type="text"/>		
Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>	Citizenship: NZ Citizen <input type="checkbox"/> Permanent Resident <input type="checkbox"/> [date of <input style="width: 100px;" type="text"/> Residence Permit if applicable]
<b>Academic details: NCEA Level Two (or equivalent) results (or most recent public exam results available). Please do not attach the results; you need to enter them in the area below.</b>			
<b>Subjects</b>	<input style="width: 95%;" type="text"/>	<b>Marks (or grade)</b>	<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>
	<input style="width: 95%;" type="text"/>		<input style="width: 95%;" type="text"/>
<b>INTENDED PROGRAMME OF STUDY AND NAME OF TERTIARY INSTITUTION</b>			
First Choice	<input style="width: 450px;" type="text"/>	Start date	<input style="width: 100px;" type="text"/>
Second Choice	<input style="width: 450px;" type="text"/>	Start date	<input style="width: 100px;" type="text"/>
<b>OTHER INFORMATION REQUIRED AS PART OF YOUR APPLICATION:</b>			
1. Have you already applied for or been awarded any other scholarship or bursary which will provide you with financial assistance for your university studies? Yes <input type="checkbox"/> No <input type="checkbox"/>			
If yes, please provide details (including whether you have been successful in your application) _____			
_____			
2. Are you the first in your family to study engineering – Yes / No			
3. Please advise your ethnicity: Asian / European / Maori / Samoan / Tongan / Other Pacific / Other _____			
4. Please advise why you believe the Foundation should award you a Scholarship (ahead of any other applicants)			
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**THE IPENZ FOUNDATION SCHOLARSHIPS**

**SCHOLARSHIP CONDITIONS OF APPLICATION (Document 6)**

- a. The information requested in the application form will be used for assessment purposes. All personal information collected during the application process may be made available to members of the Selection Committee for the particular award.
- b. The **IPENZ Foundation** Secretariat undertakes to store all applications in a secure place and to disclose the information requested in the application form only to those persons involved in the selection of candidates.
- c. The **IPENZ Foundation** Secretariat will normally hold documents about successful applicants for the period of the award selection. Documents for unsuccessful applicants will normally be kept for six weeks after the award has been made and then destroyed. Unsuccessful candidates may request that their materials, other than information supplied by a third party (see e. below), be returned to them, rather than be destroyed. The request must be made within one month of the announcement of the award.
- d. Consistent with the provisions of the Privacy Act, applicants have the right of access to information held about them. Applicants also have the right to request the correction of information held about them.
- e. Information about an applicant from other parties, e.g. a personal reference, which is supplied by a referee or other person on a confidential basis, will not be made available to the applicant.
- f. In order to honour successful applicants the **IPENZ Foundation** may disclose limited information (typically the award, your name and your field of study) about successful applicants to the **Institution of Professional Engineers New Zealand** and to media. If your application is successful, by signing this form you have authorised the **IPENZ Foundation** to release limited details to the parties mentioned above. If for any reason information about you cannot be released as indicated, you must complete the portion of the declaration (see below) provided for this. In some cases a candidate may be ineligible for an award if the personal information required cannot be made available.
- g. Applicants must have read the Regulations for the award for which they are applying before signing this declaration. The signed declaration is the applicant's acknowledgement that they understand and agree to be bound by the conditions under which the award is made.
- h. The **IPENZ Foundation** would like to keep in touch with the successful applicants as they progress through University and will call on them for them for a short report (approximately 200 words) at the end of each of the four terms of their first year of study.
- i. **Essays (or parts thereof) written by the winners may be reproduced for publicity purposes in any of the various IPENZ publications or via the IPENZ Foundation web site.**

**Declaration**

I, (name) \_\_\_\_\_ declare that the information supplied in and with this scholarship nomination form is complete, true and correct in every particular. I agree to the above conditions with respect to my application for a scholarship administered through the **IPENZ Foundation** Secretariat. I authorise the **IPENZ Foundation** Secretariat staff to independently verify any details provided in my application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If my application for a scholarship is successful, I do not wish the **IPENZ Foundation** Secretariat to release the following information about me outside the Foundation:

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