

Environment Canterbury Resource Management Postgraduate Scholarship Scholarship Guidelines

Where there are sufficient suitable applications, Environment Canterbury will provide an Environment Canterbury Resource Management Postgraduate Scholarship up to a value of up to \$10,000 for the duration of one year to postgraduate/masters students.

For scholarship recipients paid holiday employment at Environment Canterbury may be offered. Such employment would be based in Christchurch and would run from November to February of the year that the scholarship is awarded.

All scholarship applicants should read these guidelines in their entirety before applying for the scholarship. By signing and submitting these guidelines along with their scholarship application, applicants are confirming that they have read and understood the guideline.

1. Purpose of the Scholarship:

Environment Canterbury provides the scholarship to encourage students to specialise their postgraduate study in the field of resource management/science. Scholarships are also aimed at extending specialised study at honours level or higher.

2. Tertiary Provider:

Scholarships are available to students studying full-time at Canterbury Otago or Lincoln Universities.

3. Criteria:

Students applying for scholarships must have met the following criteria:

- Enrolled full time at Canterbury, Otago or Lincoln University.
- Have successfully completed study at Bachelors level and be planning a related honours project or postgraduate study (including Masters Degree).

4. Application

Scholarship applicants are required to submit an application containing:

- Scholarship application form
- Verified academic transcripts of study completed to date.
- A CV outlining relevant work experience, qualifications and interests.
- A proposal for the project/thesis topic that the applicant will be pursuing in the year of study.

- A minimum of two referees who can be contacted by Environment Canterbury to provide information on the students' likelihood of academic and work-based success in this area.
- A copy of a relevant project undertaken during the student's course of study to date.
- Signed scholarship guidelines.

Completed applications should be marked 'confidential' and sent to:

**Environment Canterbury Resource Management Postgraduate Scholarships
Human Resources Advisor
Environment Canterbury
P O Box 345
Christchurch.**

5. *Selection of Scholarship Recipients:*

Scholarship recipients will be selected by a panel of Environment Canterbury representatives including but not limited to staff from appropriate sections within Environment Canterbury. Environment Canterbury may also invite other parties to participate in the selection panel including representative from Canterbury and Lincoln Universities and relevant external organisations.

Scholarship applicants that are short-listed will at minimum be interviewed by the selection panel, and required to give a presentation on an environmental topic specified by the panel.

Criteria to be considered will include:

- The academic merit of the candidate
- The likely benefit of the proposed project/thesis to the Environment Canterbury resource management or natural resources planning.
- The commitment of the candidate to working in the area of sustainable management of the environment.

6. *Timing:*

Applicants for 2010 scholarships will open on 15 August 2009 and close on 1 October 2009. Notification to successful applicant will be made as soon as possible after the close date.

7. *Payment of Scholarship:*

Scholarship payment will be made to recipients in four equal instalments by direct debit to students nominated bank account by 31 March, 31 May, 31 July and 30 September respectively in the year of receipt of the scholarship. Payments in July and September will be made on the proviso that the student has provided Environment Canterbury with evidence of successful completion of the first semester. Scholarship

recipients taking a two-year Masterate may by negotiation be able to split scholarship payments over a two-year period.

8. Value and Tenure of Scholarship:

The value of the scholarship is a maximum of \$10,000. The scholarship is available for one year only apart from Masters students who negotiate longer scholarship tenure.

9. Scholarship Regulations:

- (i) The scholarship shall be known as the Environment Canterbury Resource Management Postgraduate Scholarship.
- (ii) Scholarship is available to honours, and postgraduate students meeting the criteria listed above.
- (iii) The Scholarship will be administered by Environment Canterbury in consultation with Canterbury, Otago or Lincoln Universities.
- (iv) There will be one recipient of the scholarship each year. Where there are not enough suitable applicants, Environment Canterbury reserves the right to not award any scholarship.
- (v) Environment Canterbury reserves the right to change the value of the scholarship awarded, prior to awarding the scholarship. The value of the scholarship will not be changed once it is awarded.
- (vi) Scholarship applicants are expected to be pursuing a postgraduate course in areas of Resource Management and express an interest in developing a career in these areas.
- (vii) Scholarship recipients are expected to demonstrate a high level of academic achievement in study to date.
- (viii) Any employment at Environment Canterbury (temporary or permanent) is conditional on scholarship recipients meeting other Environment Canterbury employment criteria included in the application form declaration.
- (ix) Scholarship recipients completing an honours course under scholarship would be required to complete a research project related to environmental issues as agreed with Environment Canterbury.
- (x) Recipients undertaking a Masters course would be expected to include appropriate resource management papers and related research (as agreed with Environment Canterbury) as part of their academic course.
- (xi) Scholarship recipients will agree to media and publicity responsibility as required.
- (xii) Scholarships will only be awarded to New Zealand citizens or New Zealand permanent residents studying full time at Canterbury or Lincoln Universities.
- (xiii) Only students studying full time in the year the scholarship is awarded are eligible.

- (xiv) The scholarship is available for one years study only. Candidates may reapply for a scholarship in subsequent years, however successful award is not guaranteed.
- (xv) Scholarship recipients, who withdraw from full time study, or, fail to successfully complete required papers, may be required to reimburse all or part of the scholarships value to Environment Canterbury. This clause is subject to appeal to Environment Canterbury.
- (xvi) Applicants are required to sign and submit these guidelines with their scholarship application. Scholarship applications that do not contain all the requirements listed in clause four of these guidelines will not be accepted.
- (xvii) Environment Canterbury reserves the right to make changes to these guidelines.
- (xviii) These guidelines were written and effective from the date of the signing off this proposal.

10. Privacy of Personal Applicant information:

Personal information on scholarship applicants is collected under the Privacy Act 1993, and remains property of Environment Canterbury. Such information will be used to assess the candidates' suitability for scholarship, and for purposes listed above in the scholarship guidelines.

Information on successful and unsuccessful applicants will be held and stored in a confidential, secure manner, in line with the requirements of the Privacy Act 1993.

Personal information of scholarship recipients may be disclosed to external parties for the purposes of media statements, environment Canterbury publicity and scholarship promotion.

Under the Privacy Act 1993, candidates are entitled to request access, copy and/or request changes to personal information.

Applicant Declaration

Applicants for the Environment Canterbury Resource Management Postgraduate Scholarship are required to sign these guidelines below and submit with their scholarship application. Applicants are advised to retain a copy of the guidelines for their own records.

I _____ (*full name*) confirm that I have read the above guidelines for the Environment Canterbury Resource Management Postgraduate Scholarship in their entirety, and that I fully understand and accept them and their implications.

Signed: _____ Date: _____

Canterbury Regional Council

Resource Management Postgraduate Scholarship

Scholarship Application Form

Please complete the form fully, and attach additional information including your CV.

Privacy Statement

The purpose for collecting this information is to assess the candidates' suitability for scholarship, and for the purposes listed within the scholarship guidelines. The information is collected under the Privacy Act 1993, and remains the property of Environment Canterbury (ECan). Information on successful and unsuccessful scholarship applicants will be held and stored in a confidential and secure manner, in line with the requirements of the Privacy Act 1993. Personal information on scholarship recipients may be disclosed to external parties for the purposes of media statements, ECan publicity, and scholarship promotion. Under the Privacy Act 1993, candidates are entitled to request to access, copy and/or request changes to personal information.

Personal Details

Preferred first name:

Full name:

Residential Address:

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Postal Address (if different from residential address above):

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Home phone:

Cell phone:

Work phone (if applicable):

Email address:

Qualifications

Tertiary study

Tertiary institute/s attended:

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Undergraduate degree:

Other completed Tertiary qualifications:

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Papers studied and grades achieved:

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(please attach verified copy of your academic transcript(s) – list of papers studied and grades achieved for each.)

Papers for which results are not yet available:

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Date when results are due for release:

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Citizenship

Are you a New Zealand Citizen?

Yes No

Please note that this scholarship is only open to NZ Citizens or Permanent Residents.

Drivers Licence

Do you hold a current full NZ Drivers Licence?

Yes No

List Classes:

Employment History and/or Work Experience

Please complete fully starting with your most recent employer. Please include both paid employment and voluntary/work experience.

Employer:

Your position:

Employment dates:

Key Tasks:

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Employer:

Your position:

Employment dates:

Key Tasks:

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Employer:

Your position:

Employment dates:

Key Tasks:

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Referees

Please supply the names of three people who we can contact who will be able to comment on your suitability to receive the scholarship, such as a recent employer, tutor or lecturer. Please ensure that you include at least one lecturer/tutor in your referees. By signing this application form, you are giving permission for ECan to seek verbal or written information about you from the referees nominated below, and authorise the information to be released to those involved in the selection process. Please note that referee reports remain confidential to ECan and will not normally be made available to you.

Referee:

Organisation:

Position held:

Relationship to you:

Daytime contact number:

Email address:

Referee:

Organisation:

Position held:

Relationship to you:

Daytime contact number:

Email address:

Referee:

Organisation:

Position held:

Relationship to you:

Daytime contact number:

Email address:

Health Question

If your application for this scholarship is successful, and you are subsequently successful in gaining temporary or permanent employment with ECan, the job you are required to do will require you to undertake a number of physical activities, for which training will be given. Such activities include but are not limited to:

- Driving a manual/automatic 4-wheel drive vehicle often on unsealed roads.
- Spending long periods of time standing and walking over undulating terrain, up hills, over farmland within hill country.
- Negotiating hazards such as dogs, livestock and electric fences.
- Working in all types of weather, including wet, cold and windy conditions.
- Working in an office environment sitting at a workstation.
- Word-processing and using other office related equipment and technology.

Do you currently have, or have you ever had, any injury caused by gradual process, eg hearing loss, OOS, back strain or pain, or, any other injury, disability or physical or medical condition (including disease, infection, or physical or mental condition) eg asthma, diabetes, heart condition, high blood pressure, sensitivity to chemicals, or allergies, which may be aggravated by the requirements of the position, or which may prevent you from carrying out the requirements of the position in the short, medium or long term?

Yes No

If yes please provide full details below. (Use additional pages if necessary.)

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Availability for work

If your application for this scholarship is successful, would you be available as follows:

For holiday work in November to February prior to taking up the scholarship in February 2010?

Yes No

For holiday work at the end of the year you are a scholarship recipient from November to February?

Yes No

Final year students only: If your application for this scholarship is successful and this is your final year of study, are you interested in gaining full time, permanent employment at ECan, in a position related to your study?

Yes No

Are you willing to move to another area within the ECan region for employment?

Yes No

Comments:

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Signature and Declaration

I (full name)

Declare that to the best of my knowledge, the answers I have given to the questions on this application form are true and correct. I understand that if it is found that any false or misleading information has been given, or any material fact knowingly suppressed, my application may not be accepted, or if already received, the scholarship may be withdrawn and I may be required to reimburse to ECan, any payments already made.

I also confirm that I have included the following documents with my application:

- Signed scholarship guidelines document.
- Verified copies of tertiary academic records. This should include academic transcripts (list of subjects/papers studied and grades achieved) and certificates of completion (*where applicable*).
- CV outlining relevant work experience, qualifications and interests.
- A proposal outline for a project/thesis topic to be undertaken in the year of study
- A short (up to 300 words) statement about why you deserve to receive the scholarship, and what interests you about resource management.
- A copy of a relevant project undertaken during your course of study to day.

Signed:.....

Date:.....

Completed application should be marked "confidential" and sent to:

**Environment Canterbury Resource
Management Postgraduate Scholarships
Human Resources Advisor
Environment Canterbury
P O Box 345
Christchurch.**

Thank you for your interest in the Environment Canterbury scholarships programme. We look forward to receiving your application.