

## APPLICATION FORM

# 2020 Scholarship Application Form

The TeachNZ scholarship programme aligns to the Ministry of Education's target of shaping an education system that delivers equitable and excellent outcomes for all.

Before completing your application, please ensure you check if you are eligible for the scholarship you are intending on applying for. Please also check if you are/will be studying an approved ITE programme.

Please download the scholarship guide available on the TeachNZ website to confirm this. Alternatively, contact a member of the TeachNZ team using the contact details on this page.

Alternatively, contact a member of the TeachNZ team using the contact details below.

For hints and tip on filling out this application form, please visit the TeachNZ website page: Application tips.

<b>SECTION ONE</b>	Scholarship details
<b>SECTION TWO</b>	Personal details
<b>SECTION THREE</b>	Study plan
<b>SECTION FOUR</b>	Work and life experience
<b>SECTION FIVE</b>	Personal statement and video presentation
<b>SECTION SIX</b>	Applicant declaration and checklist
<b>APPENDIX 1 (KUPE APPLICANTS)</b>	Tertiary provider declaration and whakapapa/family tree information

## Submitting your application

Send your unbound, completed and signed application form, with all the required and certified documents attached, via post.

We cannot accept image or PDF copies of this form sent to the TeachNZ email address, however, did you know that you can now also apply online?

Please visit the TeachNZ Website for the link to the online application form.

### Post

TeachNZ Scholarship Scholarships and Awards,  
Ministry of Education  
PO Box 1666  
Wellington 6140

### Courier

TeachNZ Scholarship Scholarships and Awards,  
Ministry of Education  
Mātauranga House,  
33 Bowen Street  
Wellington 6011

## Scholarship timetable

The scholarship schedule has been organised to allow you a greater opportunity to apply for a scholarship that can best assist your studies at the time that best suits your decision making.

Round	Open date	Closing date	Additional/missing documents date	Notification
<b>Round 1</b>	19th August 2019	4th October 2019	N/A	21st November 2019
<b>Round 2</b>	6th December 2019	24th January 2020	29th January 2020	12th March 2020
<b>Round 3</b>	3rd April 2020	5th June 2020	10th June 2020	23rd July 2020

## Contact details

We are here to help with any questions you may have regarding your application or the scholarship programme.

**Phone (free):** 0800 165 225

**Email:** [TeachNZ.Admin@education.govt.nz](mailto:TeachNZ.Admin@education.govt.nz)

**Website:** <https://www.teachnz.govt.nz/studying-to-be-a-teacher/scholarships/>

# 1. Scholarship details

## Select a Scholarship

### Which scholarship/s are you applying for?

- ☐ Te Huawhiti Career Changer Scholarship
- ☐ Te Huarau Scholarship
- ☐ Te Waka Whakarei Career Changer Scholarship
- ☐ Te Tipu Whakarito Scholarship
- ☐ Kupe Scholarship

### What sector do you plan to teach in after your scholarship?

- ☐ ECE or early learning
- ☐ Primary teaching
- ☐ Secondary teaching

### Are you a:

- ☐ Graduate
- ☐ Undergraduate

### Kupe only:

If you are applying for a Kupe Scholarship for 2020, are you a:

- ☐ Māori High Achiever
- ☐ Pacific High Achiever

**Note:** If you are a Kupe applicant, you are required to provide additional information. Please see appendix 1.

### Te Waka Whakarei Career Changer and Te Tipu Whakarito secondary teaching applicants only:

Do you intend to:

- ☐ Teach te reo Māori as a subject in secondary schools
- ☐ Teach a secondary subject in te reo Māori in Wharekura

# 2. Personal details

First name(s):

Middle name(s):

Preferred name:

Last name(s):

Date of birth:

Gender (please tick):\*

- ☐ Male ☐ Female ☐ Gender diverse
- ☐ Prefer not to say ☐ Other

☐ I am a New Zealand Citizen\*

☐ I am a Permanent Resident\*

*\*certified copies are required*

Ethnicity (you may list up to three):\*

Iwi (you may list up to three):\*

Hapū (you may list up to three):\*

*\*This information may be used for statistical purposes.*

Home phone:

Work phone:

Mobile phone:

## 2. Personal details continued

Work email address:

Home email address:

Preferred email address (please tick):

☐ Work☐ Home

Postal Address:

Postcode:

How did you hear about TeachNZ scholarships?

☐ Online☐ Radio☐ Flyer☐ At an event☐ Through my provider☐ Word of mouth

Other:

## 3. Study plan

You must enrol into one of the approved teaching qualifications starting in 2020 to be eligible for a scholarship.

If you are applying for a Te Waka Whakareia Career Changer or Te Tipu Whakarito Scholarship please ensure that the qualification you state is an approved ITE Māori Medium, immersion or te reo Māori programme.

For all other scholarships, please ensure that the course you state is an approved ITE programme.

Unless you are applying for a Kupe Scholarship, you do not need to be enrolled at the time of applying for this scholarship.

*Please download the scholarship guide, and/or use the 'choosing the right course' tool, both available on the TeachNZ website, to check which qualification you are eligible for.*

**State the qualification that you are undertaking/going to undertake.**

Provider\* *Eg. Te Whare Wānanga o Awanuiārangī:*

Qualification code:\* *Eg. AW1318*

Qualification:\* *Eg. Te Tohu Paetahi Ako Bachelor of Education (Primary)*

*\*Please complete accurately using the relevant information from the scholarship guide and/or the 'choosing the right course' tool, both available on the TeachNZ website. Applications that do not may will be considered incomplete.*

Start date:

End date:

Have you enrolled yet?

☐ Yes ☐ No

Are you looking at starting mid-year?

☐ Yes ☐ No

**Which year of study will you be starting in 2020?**

☐ First year☐ Second year☐ Third year☐ Fourth year

**If applicable:**

Junior subject:

Senior subject:

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## 4. Work and life experience

To give the selection panel a greater understanding of the qualifications you hold, your work history (including voluntary work), community involvement (Eg. at the marae or church) and life experiences; please supply your Curriculum Vitae (CV).

### Documents

To support your application, please provide certified evidence of at least one of the following:

- Your highest qualification
- Academic transcripts for any study you have undertaken
- Any work related certificates and awards you hold

### Te Huawhiti Career Changer and Te Waka Whakarei Career Changer Applicants

As an applicant to a career changer scholarship we require details and proof of your current and previous paid employment.

Please also provide certified evidence of at least one of the following:

- Reference(s)
- A signed letter from your employer
- Current payslips
- A certificate of service

**Please ensure your supporting documents are certified correctly before attaching them. Instructions explaining how to certify evidence can be found in this application form and across the TeachNZ website.**

**Please also check you have provided all of the documents that are required to support your application. If you do not, your application will be considered incomplete.**

**Your CV and any supporting documents you provide should be A4 in size.**

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## 5a. Personal statement

Your personal statement allows you to express what kind of person you are, your characteristics, cultural competencies, your experiences and your skills that will add value to the education workforce and the lives of children.

We want to hear about:

- Your work experience in teaching
- How you want to add value to the teaching workforce
- Why and how you want to have an impact on the children you teach
- What you personally will bring to teaching
- Why your character is perfect for teaching
- Experience building effective relationships and working with children

If you have competency in Te Reo Māori or a Pacific language please state:

### Te Waka Whakarei Career Changer and Te Tipu Whakarito Scholarship applicants only:

To show fluency this section must be completed in te reo Māori.

If applicable, we also want to hear about your:

- Experience building effective relationships and working with Māori communities
- Work experience in teaching in Māori medium immersion settings

*You may type/write your statement and attach a print-out to the Application Form. If choosing this option, please indicate clearly on the attachment with the heading 'personal statement'.*

*This statement should not exceed 600 words of handwritten or typed text.*

### Provide a referee who can verify your statement

Referee name:	Relationship to you:	Contact number:

## 5b. Video presentation

Please provide a 3 minute video presentation on the video sharing network Vimeo (<https://vimeo.com>), which covers the following areas.

\*We cannot accept files that are sent to a member of our team directly or uploaded to other video sharing platforms.

Those applying for a Te Waka Whakarei Career Changer and/or a Te Tipu Whakarito Scholarship must answer these questions in te reo Māori:

- Why are you passionate about your chosen teaching subject(s), field(s) or sector?
- Who or what inspired you to become a teacher and what key elements do you think make a good teacher?
- Great teachers have the ability to lead and motivate not only their learners, but also motivate and connect families and communities through education. Tell us from your perspective what skills, attributes and qualities you think leadership requires; then describe a personal experience or situation where you've utilised your leadership skills to lead, motivate, consult or encourage young people and their communities. This could be in your chosen subject or examples from your work, education, community or cultural activities.

### Te Waka Whakarei Career Changer and Te Tipu Whakarito Scholarship applicants only:

- Whakapapa, reo, tikanga - Kāti, ka kīia ai ko te whakapapa, ko te reo, ko te tikianga te tokotoru nui o te mātauranga mō ngā akonga Māori katoa. Tēnā, he aha ō

Video presentation URL

Video presentation password:

whakaaro mō ēnei tū āhuatanga, ā, me pēhea tō whakapapa, tō reo me tō ahurea e āwhina i a koe ki te whakaako?

**Please use the video presentation as an opportunity to display any te reo Māori or Pacific language competencies you have.**

Please upload your finished video to the sharing site. Vimeo (<https://vimeo.com>). You will need an account to upload to first. If you don't already have an account, please follow the instructions on their website to create one.

Once uploaded, you will have a URL (link) created for your video. The URL (link) is the Vimeo web address followed by a nine digit number, for example:

<https://vimeo.com/123456789>

You will need to provide us with this link along with the password for the video presentation so we can access and share your video with the selection panel. Please copy this into the space provided below.

You will also need to enter your password below. Alternatively, you can email or call us.

Please ensure your video does not exceed 500mb in size, or you will not be able to upload it free of charge.

Vimeo also has a very good help section: <https://vimeo.com/help> If you have any questions at all, please feel free to contact us either by phone on 0800 165 225. We will contact you if we have difficulties accessing your video.

## 6 Applicant declaration and checklist

By submitting this form, I (the applicant) agree and declare that all the information provided is true and accurate.

- I confirm that all the information I have given in this application is true
- I have read and understood the information about TeachNZ scholarships in the Application Guide and across their website
- I understand that TeachNZ and my tertiary provider will share my information (including my proficiency in te reo) with each other and the selection panel
- I understand that the selection panel may call to assess my oral proficiency in te reo if applicable to the scholarship I am applying for
- I have attached all the necessary documentation to support my application and understand that if my application is not complete it may not be considered
- I understand the Privacy statement and agree to its content.

### Privacy

The Ministry of Education uses the information collected on this form to:

- Consider your application for a TeachNZ Scholarship
- Administer your scholarship, if your application is successful.

For these purposes, the Ministry of Education may share your information with your tertiary provider (including your proficiency in te reo), the selection panel, the Inland Revenue Department, and StudyLink. The Ministry of Education may also use information for statistical and research purposes. Your information is held by TeachNZ in the Ministry of Education. You have the right to access your information and to request correction of anything that you think.

Applicant's signature:

Date:

## Checklist

I confirm that I have:

- ☐ Completed every section of this application form
- ☐ Attached a detailed CV
- ☐ Provided a personal statement
- ☐ Included a referee to verify my application
- ☐ Uploaded a Video component to Vimeo and provided its URL and password

And attached certified copies of:

- ☐ **Proof of name and date of birth** (your passport, birth certificate or certificate of New Zealand citizenship)
- ☐ **Proof of change of name** (if applicable: a marriage certificate, deed poll document or birth certificate that shows your name change)
- ☐ **Proof of residency** (if applicable: the main ID page of your passport AND a passport stamp or sticker or a current E-visa showing your indefinite New Zealand residency)
- ☐ **Proof of your highest qualification.** Either a certified copy of work-related certificate or award, and/or an academic transcript for any study undertaken.

### Te Huawhiti Career Changer Te Waka Whakarei Career Changer applicants only:

I confirm that I have provided:

- ☐ Evidence of my current employment

And attached certified copies of at least one of the following:

- ☐ My reference(s)
- ☐ A signed letter from your employer
- ☐ Current payslips
- ☐ A certificate of service.

### Kupe applicants only:

I confirm that I have:

- ☐ Completed appendix 1



## IMPORTANT

### Certified copies

Certified copies are A4-size photocopies that have been stamped on the front page of all documents and endorsed as true copies of the originals. Any one of the following can certify a photocopy:

- School principal
- Registrar of a tertiary education provider
- Barrister or Solicitor
- District Court Registrar or Deputy Registrar
- Justice of the Peace (you can find a list of local Justices of the Peace in the Yellow Pages).

*Please note: The person who certifies your documents cannot be a family member, spouse or partner.*

- ☐ I confirm all of my supporting documents have been certified and endorsed in the way stated above.

**If your application is missing documents, or includes documents that are not certified, you will be contacted by a member of the TeachNZ team and granted until the scholarship application round closing date resupply them.**

**If you submit your application close to, or on the closing date, you will be given until the Additional/missing documents date to resupply any documents that are not correctly certified or are missing.**

**Please be aware, applications that do not include the required documents by the deadlines stated will be considered incomplete and discarded.**

## Appendix 1: Kupe applicants only

Kupe applicants are required to provide the following information:

- Tertiary provider declaration completed by your tertiary provider
- Whakapapa/family tree information

### Tertiary provider declaration

Ask your Head of Department or Programme Director to complete the following:

#### Notes to Head of Department or Programme Director

The student named on this form is applying to become a Kupe Scholar. If their application is successful, the scholarship will provide financial help over the period of their teaching qualification.

The student must have already successfully completed at least one full year of their approved teaching qualification or to be enrolling into a one year Graduate Diploma/Master of Teaching. For information on approved teaching qualifications, visit [www.TeachNZ.govt.nz/getqualified](http://www.TeachNZ.govt.nz/getqualified). Students must be of New Zealand Māori or Pacific descent and are required to successfully complete the course.

This section of the form asks you as Head of Department or Programme Director, to confirm that the student meets the above criteria.

#### Head of Department to complete:

I can verify that (name of student):  
has been offered a place to study

#### EITHER

☐ an approved undergraduate teaching qualification in 2019

Tick which year they will be starting in 2020 ☐ 2nd year, 2020 ☐ 3rd year, 2020 ☐ 4th year, 2020

#### OR

☐ an approved Graduate Diploma/Master of Teaching commencing in 2020.

*Note: If the student has already commenced study towards an approved Graduate Diploma/Master of Teaching before 2019, they will not be eligible to apply for this scholarship.*

Tertiary education provider:

Name of teaching qualification:

Course code:

Study dates are:

☐ The 2020 academic year

☐ Mid year 2020

To:

To:

Signature:

Name:

Job title:

Phone:

Date:

Email:

*Note: All fields in this section must be completed. If you cannot complete a field, please provide an explanation or this application may not be considered.*



## Whakapapa

### FOR MĀORI HIGH ACHIEVER APPLICANTS ONLY

Complete the section below with your whakapapa details. This information will need to be endorsed by a leader from your community. The following people can endorse your whakapapa details. They must not be your spouse or partner, or a member of your family.

- a kaumātua
- a Māori liaison officer
- a Māori tutor, teacher or principal
- a leader of a Māori community group (e.g. marae or church minister)
- an authorised person of a Māori authority, rūnanga or trust board.

You may choose to provide details of your whakapapa orally to your community leader. If so, please ensure your community endorser ticks the box below when he/she signs this section.

Iwi:

Hapū:

Marae:

Koroua:

Kuia:

Koroua:

Kuia:

Matua tane:

Whaea:

Kaitono:

#### Community leader to complete:

- ☐ Please tick if the applicant has provided their whakapapa information orally.

Name (please print):

Phone:

Email:

Signature:

Date:

## Family tree information

### FOR PACIFIC HIGH ACHIEVER APPLICANTS ONLY

Complete the section below with your family tree details. This information will need to be endorsed by a leader from your community.

The following people can endorse your family tree details. They must not be your spouse or partner, or a member of your family.

- a Pacific liaison officer
- a Pacific tutor, teacher or principal
- a leader of a Pacific community group (e.g. church minister)
- an authorised person of a Pacific authority or trust board.

You may choose to provide details of your family tree orally to your community leader. If so, please ensure your community endorser ticks the box below when he/she signs this section.

Please enter the Pacific ethnic group(s) you belong to:

Paternal grandfather:

Paternal grandmother:

Maternal grandfather:

Maternal grandmother:

Father:

Mother:

Your name:

#### Community leader to complete:

- ☐ Please tick if the applicant has provided their family tree information orally.

Name (please print):

Phone:

Email:

Signature:

Date:



New Zealand Government

