MINISTRY OF EDUCATION
TE TĀHUHU O TE MĀTAURANGA

Teachnz
Akona a Aotearoa

New Zealand Government

FORM

2018 Science, Technology and Maths (STM) Secondary Graduate Scholarship

Round Two

New Zealand needs great teachers. At the Ministry of Education we know that great teachers are not all the same – they have different backgrounds and life experiences. The STM Secondary Scholarships acknowledge this diversity and the energy and enthusiasm it can bring to teaching.

These scholarships are targeted at people who have specialist knowledge and qualifications in one of the target subjects and want to teach this subject in New Zealand state or state-integrated secondary schools. The scholarships provide financial assistance while studying towards a teaching qualification.

We are happy to answer any questions about scholarships. Call us (free) on 0800 165 225, weekdays between 8:30am and 5pm or email teachnz.admin@education.govt.nz. Also visit www.TeachNZ.govt.nz.

This Application Form is valid only for people commencing full-time study towards an approved Graduate Diploma/ Master of Secondary Teaching starting in the 2018 academic year. Download the latest forms and guides from www.TeachNZ.govt.nz.

If you do not complete your study or bond period, you will be held liable for the repayment of fees and allowance payments you received from your TeachNZ scholarship.

Applications open: Monday 19 February 2018
Applications close: Monday 9 April 2018

PLEASE READ THE GUIDE BEFORE FILLING IN THIS FORM.

We also strongly recommend you ask someone else to check your completed application before you send it to us.

This Application Form must be fully completed with all necessary documents attached. Incomplete or illegible applications may not be considered.

1. Type of scholarship

Tick the scholarship/s type (target subject/s) you are applying for.

You may apply for more than one scholarship type. If selecting more than one, please number in order of preference. Otherwise, the Ministry of Education will decide.

- ☐ SCIENCE
- ☐ TECHNOLOGY
- ☐ MATHEMATICS

2. Name and contact details

State your name as it appears on your birth certificate, marriage certificate or passport.

First name(s):

Middle name(s):

Last name(s):

Name that your tertiary provider knows you by (if different from above):

Date of birth: / /

Gender: ☐ Male ☐ Female

Address:

Postcode:

Phone: ( )

Mobile:* ( )

Email:*

**We'll confirm by email or text message that we've received this form.*

3. Citizenship or residency status

Tick the box that applies to you.

☐ I am a New Zealand citizen.

*Please provide **proof of your name and date of birth** with a 'certified copy' of your New Zealand birth certificate, certificate of New Zealand citizenship or New Zealand passport. If your name has changed, please supply proof. See page 9 for more about certified copies.*

☐ I am a permanent resident.

*Please supply **proof of your name, date of birth and residency** with a 'certified copy' of the main identification page in your passport AND the page showing your indefinite New Zealand permanent residency stamp/ sticker. You must have held permanent residence status for at least three years. See page 9 for more about certified copies.*

4. Ethnicity

Ethnicity:	Māori (specify iwi):

5. Qualifications and academic history

Please enter your previous university qualification information below, making sure your main bachelor's degree is entered first.

Qualification name:	Major(s) or specialisation:	Start date:	End date:

Attach a certified photocopy of the university transcript for the degree that links to your target teaching subjects.

6. CV (Curriculum Vitae)

To give the selection panel a greater understanding of your qualifications and work history, please supply a brief CV (no more than four A4 pages).

7. Tertiary provider declaration

You must be enrolled or be enrolling into one of the approved Graduate Diploma/Master of Secondary Teaching qualifications commencing in 2018 to be eligible for this scholarship. Please enter your teaching subjects in the space provided and select the qualification you are undertaking.

The secondary subjects I will teach are:*

Senior level (please state):

Junior level (please state):

Start date: / / 2018

Finish date: / /

Please tick the relevant qualification:

AUT University School of Education Te Kura Mātauranga

- ◯ AK3515 Graduate Diploma in Secondary Teaching

Bethlehem Tertiary Institute

- ◯ PC1796 Graduate Diploma of Teaching (Secondary)

Massey University

- ◯ MY6009 Graduate Diploma of Teaching (Secondary)
- ◯ MY0357 Master of Teaching and Learning (Secondary)

New Zealand Graduate School of Education

- ◯ PCCC01 Graduate Diploma in Teaching (Secondary)

The University of Auckland Faculty of Education

- ◯ AU4090 Graduate Diploma in Teaching (Secondary)
- ◯ AU5539 Master of Teaching (Secondary)

The University of Waikato Faculty of Education

- ◯ WI0199 Graduate Diploma of Teaching (Secondary)
- ◯ WI0823 Graduate Diploma in Engineering (Technology Teaching)
- ◯ WI0915 Master of Teaching and Learning (Secondary)
- ◯ Master of Teaching and learning (Māori Medium) Subject to approval

University of Canterbury College of Education

- ◯ CECC01 Graduate Diploma in Teaching and Learning – Secondary
- ◯ CN0966 Master of Teaching and Learning (Endorsed in Secondary)

University of Otago College of Education

- ◯ OO0497 Master of Teaching and Learning (MTchgLN) Secondary Education

Victoria University of Wellington Faculty of Education

- ◯ VI00P3 Graduate Diploma of Teaching (Secondary)
- ◯ VI001L Master of Teaching and Learning (Secondary)

**If teaching a technology subject, please specify which strands (these are listed on page two of the guide).*

8. Video presentation

Provide a 3 minute video presentation covering the following areas:

- Why are you passionate about your chosen teaching subject/s or field/s?
- Why did you decide to be a teacher and what do you think the key elements are that make a good teacher in your chosen teaching subject/s or field/s?

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. 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 URL into the space provided, along with the password for your video. Alternatively, you can email or call us to provide us with the password.

Vimeo also has a very good help section: **https://vimeo.com/help** including a video on how to change the settings once it is uploaded.

If you have any questions at all, please feel free to contact us either by email on **teachnz.admin@education.govt.nz** or by phone on 0800 165 225. We will contact you if we have difficulties accessing your video.

URL:

Password:

Video presentation guidelines

Quality:

We don't expect you to have professional filming equipment, so using a phone or computer is fine, but please review your footage before sending to ensure sound and image quality are sufficient to get your message across. Avoid submitting anything too shaky, loud or inaudible. If you are struggling to get the quality you desire, ask a friend or family member to assist you with filming so you have more space to communicate and engage the viewer.

Content:

Content is crucial to your video submission, so make sure your message comes across clearly within the suggested time. Use real-world examples and evidence whenever possible, and avoid straying too much from the relevant topic. This is your chance to really stand out, so let your passion for teaching shine through by using creative approaches to filming. The selection panel need to see that you feel inspired by your teaching subjects. Please note, anything that exceeds the recommended time for your video will not be assessed, so practice ahead of time if you're worried about duration.

Presentation:

Please ensure your video is clear, concise and viewer-friendly. Imagine you are in front of a class full of students. How would you speak to them and engage with them? Your effective communication skills should come across in your video submission. Also consider your environment and personal presentation when filming. How do you want to portray yourself to the viewer? Take some time to really think through your plan before filming, and spend time analysing the video afterwards before submitting the final product. This is your chance to make a strong and lasting impression – good luck!

9. Leadership statement

Great teachers have the ability to lead and motivate. 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. This could be in your science, technology or mathematics community. You can also use examples from your work, education, community or cultural activities.

Be succinct and focus on your skills and attributes as a leader. Type your statement in the space provided below. Your statement should not exceed 600 words of handwritten or typed text.

9. Leadership statement continued...

☐ I have attached an additional page

List two referees who can confirm your statement. *Please note: a referee cannot be your spouse, partner or a member of your family. They or you may be contacted by us or the selection panel.*

Referee *(please print)*:	Relationship to you:	Phone:
		( )
Referee *(please print)*:	Relationship to you:	Phone:
		( )

10. Community statement

Evidence shows that when educators work with children, their families and communities to share their expertise there are benefits for all. We're interested in hearing about the experiences you'll be able to share around your community involvement or community engagement. This could be in your science, technology or maths community, although you can use examples from sporting or cultural activities, volunteer work and family commitments as well. Where you can, include details of any other skills that you have developed that you would be able to draw on as a teacher in a secondary school, such as the ability to speak another language. Please use different examples to the ones you've described in your leadership statement. ***Type your statement in the space provided below.*** *This statement should not exceed 600 words of handwritten or typed text.*

10. Community statement continued...

I have attached an additional page

Supporter to complete. *Please note: your supporter cannot be your spouse, partner or a member of your family. They or you may be contacted by us or the selection panel.*

Name *(please print)*:

Title:

Relationship to applicant:

Signature:

Date: / /

Phone: ( )

Please attach all your documents to this page with a paperclip.

11. Applicant declaration

Read and tick each statement if it is true, then sign and date below. If you cannot truthfully tick each statement, then do not sign or send this application.

- ☐ 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.
- ☐ I understand that if I accept a STM Secondary Scholarship, and then do not complete my study or bond period, I am required to repay the fees and allowance payments (if any) I received from my TeachNZ scholarship.
- ☐ I understand that the Ministry of Education and my tertiary provider will share my information with each other and the selection panel.
- ☐ 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.

Name (please print):

Signature:

Date: / /

Your application must be signed and dated.

12. Document checklist

All applicants must provide a complete, correct and legible Application Form, including:

- ☐ Video presentation *(provided URL and password)*
- ☐ a CV (curriculum vitae) – no more than four A4 pages
- ☐ Leadership statement *(listing two referees)*
- ☐ Community statement (*with supporter's details)*

Attach certified copies of:

- ☐ **proof of name and date of birth** (your New Zealand passport or New Zealand 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 status** (if applicable: the main ID page in your passport AND the page showing your indefinite NZ permanent residency stamp/sticker. You must have held permanent residency status for at least three years)
- ☐ **the academic transcript** of your degree which includes details of papers in the target subject/s.

Sending your application

Post or courier your completed application in a stamped A4 envelope by Monday 9 April 2018. If your application is post marked after this date it will be ineligible.

Post: STM Secondary Scholarship, Scholarships and Awards, Ministry of Education, PO Box 1666, Wellington 6140

Courier: STM Secondary Scholarship, Scholarships and Awards, Ministry of Education, Mātauranga House, 33 Bowen Street, Wellington 6011.

We will send you an email to let you know we have received your application. Please contact us if your application has not been acknowledged within one week of the closing date.

Privacy

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

- consider your application for a STM Secondary Scholarship
- administer your scholarship, if your application is successful.

For these purposes, the Ministry of Education may share your information with your Teacher Education Provider, the Selection Panel, the Inland Revenue Department and StudyLink. The Ministry 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 is wrong.

If you change your contact details

Let us know as soon as possible if your details change after sending your application by calling (free) 0800 165 225 or emailing teachnz.admin@education.govt.nz.

IMPORTANT

Certified copies

Certified copies are A4-size photocopies that have been stamped and signed on every page and endorsed as a true copy of the original. Any one of the following people 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.

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GUIDE

2018 Science, Technology and Maths (STM) Secondary Graduate Scholarship

Round Two

Please read this Guide before filling in the Application Form. It contains important information to help you:

- decide whether or not to apply for a scholarship
- select the scholarship type relevant to you
- fill out the Application Form.

The 2018 STM Secondary Scholarships are for people wanting to teach one of the target subjects in New Zealand state or state-integrated secondary schools.

The Application Form must be fully completed with all necessary documents attached. Incomplete or illegible applications may not be considered.

We strongly recommend you ask someone else to check your completed application before you send it to us.

The Application Form is for people commencing a Graduate Diploma/Master of Secondary Teaching starting in the 2018 academic year. Download the latest forms and guides from www.TeachNZ.govt.nz.

Applications open: Monday 19 February 2018
Applications close: Monday 9 April 2018

We are happy to answer any questions about scholarships. Call us (free) on 0800 165 225, weekdays between 8:30am and 5pm or email teachnz.admin@education.govt.nz. Also visit www.TeachNZ.govt.nz.

The Application Process

Apply to enrol in an approved Graduate Diploma/Master of Secondary Teaching *in your target subject/s (scholarship type/s) commencing in 2018. See information on page 2 of this Guide.*

Gather the appropriate documents to include with your application. *See pages 3–4 and the checklist on page 6 for more information.*

Get all of your photocopied documents certified. Take the copies and originals to be sighted, and ensure all front pages are stamped and endorsed as true copies of the original.

Post or courier your completed Application on or before Monday 9 April 2018. *Postal and courier addresses are on page 9 of the Form.*

We will let you know by email that we have received your application. Please contact us if your application is not acknowledged within one week of the closing date, or if your contact details change.

Scholarship Information

What are the scholarships worth?

A STM Secondary Scholarship pays your course fees for one full-time year. Full-time students may also receive an allowance. The allowance is $10,000 for one full-time year.

How many scholarships are awarded?

For this round there are 30 subject-based scholarships available.

How are the scholarship applications assessed?

When we receive applications, we will check them to ensure they meet all eligibility criteria. A selection panel made up of experts in STM will then assess your application weighting it highest to lowest in the following order:

- Your ability to communicate effectively and your motivation to teach in your particular STM area (video presentation)
- your experience leading and working with young people in your Science, Technology or Maths community
- your experience sharing your expertise in your community
- your current qualifications.

Priority will be given to applicants with Maths and Technology teaching subjects.

Eligibility criteria

You must:

- be a New Zealand citizen or permanent resident.
- be enrolled to study in an approved Graduate Diploma/Master of Secondary Teaching qualification commencing in 2018. See below for a list of approved qualifications
- have experience leading or working with young people in the community
- have support from people within your community to become a teacher
- have a degree with papers in the target subject scholarship type/s you are applying for.

Note: You can only be awarded one TeachNZ scholarship. If you have previously received a TeachNZ scholarship, and failed to meet the terms and conditions of that scholarship, you are not eligible to reapply.

Scholarship types (target subjects)

SCIENCE

The aim of the Science Curriculum is to involve people in investigating the living, physical, material and technological components of their environment and making sense of them in logical and creative ways.

TECHNOLOGY

Technology focuses on design thinking – using resources and innovation to respond to needs and realise opportunities. Technology emphasises understanding people and what is important to them, and then developing appropriate solutions in response. Learning in Technology operates across a wide range of contexts, from digital technologies to food technology, electronics, digital media, hard materials, textiles or engineering.

Teachers may deliver learning in Technology in a range of different ways, using varied contexts, and combinations of practical and classroom learning.

What Technology subjects are taught in secondary schools?

Technology subjects taught in secondary schools are:

- Bio and chemical related technology – skills and knowledge about using living systems, organisms and chemicals to develop products
- Design – skills and knowledge in conceptualising and developing ideas far a range of products
- Digital Information – skills and knowledge in the use of digital tools and systems to manage information
- Digital Infrastructure – skills and knowledge in the application of software, hardware, networks and their components
- Digital Media – skills and knowledge of digital media and the production of digital media products
- Electronics – skills and knowledge about electronic circuits and embedded software systems
- Food – skills and knowledge in developing, producing, presenting and storing food products
- Graphics – skills and knowledge in the visual communication of design ideas in areas such as architecture, graphic design and engineering/product design
- Programming and Computer Science – skills and knowledge in the application of computer science and software engineering\
- Resistant Materials – skills and knowledge in materials, their properties, creation and use
- Textiles – skills and knowledge in materials for a range of textile products and fashion design

MATHEMATICS

The key outcome of Mathematics education is the development of the ability to apply communication skills, numeracy skills, information skills, problem-solving skills, social and co-operative skills and work and study skills. There are six main achievement aims of the Mathematics Curriculum. The strands are as follows:

- mathematical processes
- number
- measurement
- geometry
- algebra
- statistics.

Approved Graduate Diploma/Masters of Secondary Teaching qualifications

These are listed below. For more information about the qualifications, see the TeachNZ Secondary Teacher Education Qualifications booklet. You can access this booklet by visiting the TeachNZ website, www.TeachNZ.govt.nz. Please contact the Teacher Education Provider directly to confirm details of any programme you are interested in.

AUT University School of Education Te Kura Mātauranga
AK3515 Graduate Diploma in Secondary Teaching

Bethlehem Tertiary Institute
PC1796 Graduate Diploma of Teaching (Secondary)

Massey University
MY6009 Graduate Diploma of Teaching (Secondary)
MY0357 Master of Teaching and Learning (Primary or Secondary)

New Zealand Graduate School of Education
PCCC01 Graduate Diploma in Teaching (Secondary)

The University of Auckland Faculty of Education
AU4090 Graduate Diploma in Teaching (Secondary)
AU5539 Master of Teaching (Secondary)

The University of Waikato Faculty of Education
WI0199 Graduate Diploma of Teaching (Secondary)
WI0823 Graduate Diploma in Engineering (Technology Teaching)
WI0915 Master of Teaching and Learning (Secondary)
Master of Teaching and Learning (Māori Medium) –

University of Canterbury College of Education
CECC01 Graduate Diploma in Teaching and Learning – Secondary
CN0966 Master of Teaching and Learning (Primary or Secondary)

University of Otago College of Education
OO0497 Master of Teaching and Learning (Primary or Secondary)

Victoria University of Wellington Faculty of Education
VI00P3 Graduate Diploma of Teaching (Secondary)
VI001L Master of Teaching and Learning (Secondary)

We are happy to answer any questions about scholarships. Call us (free) on 0800 165 225, weekdays between 8:30am and 5pm, or email **teachnz.admin@education.govt.nz.** Also visit **www.TeachNZ.govt.nz**.

Completing the Application Form

1. Type of scholarship

On the Application Form, tick the scholarship/s type (target subject/s) you are applying for. You may apply for more than one type if you meet the eligibility criteria. If selecting more than one type, please number in order of preference otherwise we will decide.

You can be awarded only one type of TeachNZ scholarship.

2. Name and contact details

Proof of your name and date of birth

Please supply a certified copy of *one* of the following:

- passport
- birth certificate
- certificate of citizenship.

Please ensure you enter on the Application Form the name that your tertiary provider knows you by.

Proof of your name change (if applicable)

Please supply a certified copy of *one* of the following:

- marriage certificate
- deed poll document
- birth certificate (that shows name change).

3. Citizenship or residency status

Proof of your residency status

If you are a New Zealand citizen you need a certified copy of:

- your New Zealand passport (ID page) OR
- your New Zealand birth certificate OR
- your certificate of New Zealand citizenship.

If you are a permanent resident, you need certified copies of the following pages in your passport:

- the main ID page AND
- the page showing your indefinite New Zealand permanent residency stamp or sticker. You must have held permanent residency status for at least three years.

4. Ethnicity

Please state your ethnicity. If you are Māori, please specify your iwi. This information may be used for statistical purposes.

5. Qualifications and academic history

The selection panel consider the qualifications you already hold when assessing your application.

- Insert details of your main degree and other qualifications.
- Attach a certified photocopy of the university transcript for your degree that lists all subjects undertaken.

What documents are required as proof of my qualifications?

A4-size certified photocopies of one of the following:

- official certificate of the qualification
- official academic transcript (results)
- New Zealand Qualifications Authority (NZQA) assessment
- letter from recognised New Zealand tertiary provider.

Your documented proof must include every year of study.

What if my academic transcript shows I have failed some papers?

You may provide reasons for this if you wish.

What do I do if I have overseas qualifications?

You must get them assessed by the New Zealand Qualifications Authority (NZQA) before sending us your application. You can apply to get your overseas qualifications assessed at www.nzqa.govt.nz or by contacting NZQA on 0800 697 296. All papers must be translated into English.

NZQA will take several weeks to assess these.

What are equivalent qualifications?

Equivalent qualifications are ones that are considered the same level on the New Zealand Qualifications Framework. For example, New Zealand's National Certificate of Educational Achievement (NCEA) Level 2 is equivalent to sixth form certificate.

What do I do if have lost my qualifications?

Lost qualifications must be replaced so certified copies can be provided with your application. It is your responsibility to contact the New Zealand Qualifications Authority (NZQA) or your Tertiary Education Provider to request copies.

6. CV (Curriculum vitae)

To give the selection panel a greater understanding of your qualifications and work history, please supply a brief CV (no more than four A4 pages).

7. Tertiary Provider declaration

Enter your teaching subjects in the spaces provided and select the qualification you are intending to enrol in. If you are starting your qualification in semester 2 2018, you do not need to be enrolled at the time of applying. If you are offered a scholarship, we will ask you to confirm which qualification you are enrolling in.

There's a huge range of study options available, so you may find our online search tool helpful to choose a programme that suits you.

8. Video Presentation

We know that great teachers are great communicators, able to inspire and persuade students to learn.

The purpose of asking you to submit a video presentation with your application is to help the selection panel gain an understanding of your ability to communicate effectively and your motivation to teach in your particular STM area.

Keep your video presentation to the 3 minute time limit and cover the following areas:

- Why are you passionate about your chosen teaching subject/s or field/s?
- Why did you decide to be a teacher and what do you think the key elements are that make a good teacher in your chosen teaching subject/s or field/s?

This is your chance to present yourself to the selection panel and make a compelling case to be offered a STM scholarship. Submitting slide show style video presentations is not recommended.

9. Leadership statement

We know that great leaders make great teachers, and we know that great teachers have the ability to lead and motivate.

The purpose of asking you to provide a Leadership Statement in your application is to gain an understanding of what you think are the necessary skills, attributes and qualities that leadership requires.

Great teachers have the ability to lead and motivate. 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. This could be in your science, technology or mathematics community. You can also use examples from your work, education, community or cultural activities.

Be succinct and focus on your skills and attributes as a leader. You may type your statement and attach a print-out to the Application Form with a paperclip. If choosing this option, please tick the box at the bottom of page 6 and ensure the additional page is titled '9. Leadership statement'. We would appreciate it if your response was no more than 600 words of handwritten or typed text.

10. Community statement

Evidence shows that when educators work with children, their families and communities to share their expertise there are benefits for all.

The purpose of asking you to provide a Community Statement in your application is to gain an understanding of your experiences sharing your expertise as well as any additional skills that you will be able to draw on as a teacher.

This statement should not exceed 600 words of handwritten or typed text. You may type your statement and attach a print-out to the page. If you choose this option, please indicate this at the bottom of page 8 and ensure the additional page is titled '10. Community support statement'.

11. Applicant declaration

Read each statement and tick if it is true, then sign and date the declaration. If you do not sign the declaration, your application may not be considered.

12. Document checklist

Use this checklist to ensure you have attached certified copies of all the relevant documents to your application.

Accepting a scholarship

If your application is successful, we will email you a scholarship offer letter on Friday 1 June with an agreement setting out the terms and conditions of the scholarship. *Note: Your scholarship offer is subject to you gaining entry onto an approved qualification.*

Gather the appropriate document to include with your scholarship agreement. *This will include your signed agreement, NSN number, original or certified copies of bank evidence and IRD number.*

Get all of your photocopied documents certified. Take the copies and originals to be sighted, and ensure all front pages are stamped and endorsed as true copies of the original.

Email or post your completed agreement documents to the Ministry of Education. *We will let you know by email that we have received your agreement documents.*

We will pay all eligible fees through StudyLink to your tertiary provider and any eligible allowances directly to you. Note: Payments can take up to six weeks once all required documentation is received and your provider confirms enrolment with StudyLink.

Course fees

Payment of course fees

Course fees are the compulsory fees charged by the tertiary provider for each paper in which you are enrolled, plus compulsory student levies. Course fees do not include course-related costs such as stationery, books, computer equipment or travel. You must pay course fees upon your enrolment, either personally or with a Student Loan.

There are certain restrictions on who can apply for a student loan. For further information, please contact StudyLink directly.

Course fees are paid for each year of full-time or part-time study of an approved Graduate Diploma/Master of Secondary Teaching.

StudyLink manages the payment of fees and allowances (as applicable) on our behalf. When you receive a scholarship, StudyLink confirms with your tertiary provider that you are enrolled. StudyLink then pays your course fees directly to your tertiary provider.

What should I do if my fees are due now?

You must arrange initial payment of your fees. Pay your fees personally or contact StudyLink to apply for a Student Loan to pay the fees. If you are granted a scholarship, StudyLink will make a payment to your Teacher Education Provider who will then refund:

- you, if you paid the fees personally
- your Student Loan, if that is how you paid your fees.

The Ministry of Education is not responsible for your fees being paid by the due date.

If you are unable to pay your fees, you should apply for a Student Loan by contacting StudyLink on 0800 88 99 00.

Permanent residents and Australian citizens must have lived in New Zealand for at least three years and reside in New Zealand in order to be eligible for a Student Loan. Permanent residents also need to have held permanent residence status for at least three years.

Allowances

An allowance of $10,000 is paid in two instalments of $5,000, subject to you meeting the eligibility criteria:

- Only full-time students or those granted 'limited full-time' status by StudyLink are eligible for an allowance.

If you are eligible for an allowance payment, we advise you to contact Inland Revenue to check whether your allowance payments will be tax exempt.

- If you currently receive financial support from government agencies (e.g. Work and Income or Housing New Zealand), this support may be affected by the TeachNZ scholarship allowance.
- Before accepting the scholarship, we advise you to contact the government agencies that you receive support from to enquire if receiving the TeachNZ scholarship allowances would change or affect the other financial support you are already receiving.

Eligibility

You must be studying full-time (or have limited full-time status from StudyLink) to be eligible for an allowance. To be considered full-time, you must be enrolled in a programme of 32 weeks of full-time study and study at least 0.8 EFTS (equivalent full-time student) within the academic year. 1 EFTS is usually considered to be a standard year of full-time study by most tertiary providers.

Credits awarded to you through cross-crediting or RPL (Recognition of Prior Learning) are not considered when assessing whether or not your study has been full-time.

Check with your provider or us if you are not sure whether your study would be considered full-time.

Students who have been granted 'limited full-time status' for Student Loan (living costs) or Student Allowance purposes are also considered full time.

What does 'limited full-time status' mean?

'Limited full-time status' is applied by StudyLink for a Student Loan (living costs) or a Student Allowance when advice from your education provider to study less than full time is received. This may be because of illness or disability, or because you are finishing an approved qualification and to do this you need to study less than full-time, but more than half time. Find out more by contacting StudyLink on 0800 88 99 00.

Bond period

Teaching in New Zealand after studying

If you receive a STM Secondary Scholarship, you are required to teach in a New Zealand state or state-integrated school for a stipulated time after you graduate. This is called a 'bond period'.

You must complete your bond period within a certain time after finishing your Graduate Diploma/Master of Secondary Teaching. For the STM Secondary Scholarship, the bond period is two years. If your application is successful we will send you the Terms and Conditions of the Scholarship Agreement, which will set out your bond period.

STM Secondary Scholarship recipients are expected to teach a target subject to Year 9 to 13 students for the whole bond period.

If you do not complete your study or bond period you will be held liable for the repayment of fees and allowance payments you received from your TeachNZ scholarship.

What if I don't get a job when I graduate?

These scholarships are targeted at areas identified as needing teachers, so it's very likely that a position will be available for you. However, it is your responsibility to apply for vacant positions wherever they are in New Zealand. If you do not get a job and do not teach for the required bond period, you must repay your fees and allowance payments (as applicable) that you received from your TeachNZ scholarship.

Document checklist

All applicants must provide a complete, correct and legible Application Form, including:

- [ ] Video presentation (provided URL and password)
- [ ] a CV (curriculum vitae) – no more than four A4 pages
- [ ] Leadership statement *(listing two referees)*
- [ ] Community statement *(with supporter's details)*

Attach certified copies of:

- [ ] proof of name and date of birth (your New Zealand passport or New Zealand 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 status (if applicable: the main ID page in your passport AND the page showing your indefinite NZ permanent residency stamp/sticker. You must have held permanent residency status for at least three years)
- [ ] the academic transcript of your degree which includes details of papers undertaken in the target subject/s.

IMPORTANT

Certified copies

Applications must be accompanied by all required documents as evidence of your eligibility for a scholarship. These documents must be certified photocopies.

What is a 'certified copy'?

Certified copies are A4-size photocopies that have been stamped and signed on every page and endorsed as a true copy of the original Any of the following people can certify photocopies:

- School principal
- Registrar of a tertiary provider
- District Court Registrar or Deputy Registrar
- Barrister and Solicitor
- 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 member of your family, spouse or partner.

We are happy to answer any questions about scholarships. Call us (free) on 0800 165 225, weekdays between 8:30am and 5pm, or email **teachnz.admin@education.govt.nz.** Also visit **www.TeachNZ.govt.nz**.

MINISTRY OF EDUCATION
TE TĀHUHU O TE MĀTAURANGA

New Zealand Government

Teachnz
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