

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



UNIVERSITY OF WAIKATO WILF MALCOLM INSTITUTE OF EDUCATIONAL RESEARCH (WMIER) DOCTORAL SCHOLARSHIP REGULATIONS 2014

A University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship shall be offered by the Scholarships Committee on behalf of the Academic Board to a candidate for a doctoral degree of the University of Waikato. WMIER aims to produce research that makes a difference and benefits the wider education sector. WMIER has an established programme of research that covers a range of areas related to curriculum, learning, teaching and assessment, education for Māori, e-learning and policy implementation spanning the early years, compulsory schooling and tertiary sectors. Over time, studies have involved children, teachers, school leaders, families/ whanau, professional development providers, and policy makers.

For more information, visit the website: www.waikato.ac.nz/wmier/

1. The University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship is open to domestic and international students.
2. Applicants must demonstrate an alignment between their intended research and the Institute's research priorities. **For 2014 the WMIER is seeking applicants intending to investigate curriculum, assessment and/or policy implementation in the early years, compulsory schooling and tertiary sectors in New Zealand.**

A successful applicant could undertake an investigation within or across the early childhood, school or tertiary sectors. A research design that includes a collaborative approach and includes in data collection in educational settings is preferred but not a requirement¹. The successful candidate will be part of a broader team of scholars pursuing questions to do with the interaction of curriculum, assessment and pedagogy.

3. The Selection Panel, on behalf of the Scholarships Committee, will comprise of the Director of the Research Institute, the Chair of Scholarships Committee, a Scholarships Committee representative from the Faculty/School associated with the Institute, and one other academic associated with the Institute, or their nominees.
4. Scholarships are awarded on academic merit with a minimum grade of A⁻, in the previous two years of full-time study (four years if part-time), expected for eligibility.
5. Preference will be given to applicants who have already completed the entry qualifications for doctoral study. Candidates already enrolled in a doctoral degree at the University of Waikato may apply. However, the Selection Panel will favour applications from new doctoral students.
6. The offer of a University of Waikato WMIER Doctoral Scholarship may only be taken up by candidates who have formally completed the entry qualifications for, and then enrol full-time in, doctoral studies at the University of Waikato.
7. The offer of a Scholarship must be accepted within a maximum of one month after the formal offer of the award is made. If the candidate fails to accept the award within the one month period, the offer shall lapse.

¹ Please refer to NZC page 42 for a link to the key competencies across the sectors. The web address for this is <http://nzcurriculum.tki.org.nz/Curriculum-documents/The-New-Zealand-Curriculum>.

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



8. The tenure of each scholarship shall commence on or before **1 November 2014**, unless otherwise negotiated with the Director of the Research Institute and approved by the Scholarships Committee. During the tenure of the Scholarship, recipients must be enrolled full-time their approved programme of research.
9. All candidates will be advised in writing of the result of their application. The Selection Panel's decision is final and no correspondence will be entered into following the selection meeting
10. The current total value of a Scholarship shall be a living allowance of up to \$22,000 per annum payable in monthly instalments, and an amount equal to the annual domestic tuition fees payable during the term of the Scholarship. A thesis preparation allowance of up to \$400 is also available, provided the thesis is submitted within four years of full-time doctoral enrolment.
11. The total term of any Scholarship will not exceed three years of full-time enrolment. Termination of, or withdrawal from, the full-time programme of doctoral study for which a Scholarship has been awarded, shall constitute termination of the WMIER Scholarship.
12. Should a candidate submit their thesis for examination during the Scholarship period (and provided the candidate remains enrolled), the Scholarship will end after its full term *or* upon the candidate's final completion of doctoral study, whichever is the earlier date. Final completion takes place when the Postgraduate Research Committee recommends the awarding of the degree.
13. Recipients of a WMIER Doctoral Scholarship cannot also be recipients of a University of Waikato Doctoral Scholarship. Scholars may hold other awards provided the value of all other awards does not exceed fifty per cent of the current value of the living allowance of their Scholarship in any one year. Scholars must advise the Scholarships Committee, in writing, of any other awards held.
14. Where the recipient of a University of Waikato WMIER Doctoral Scholarship is offered external funding which does not preclude other stipendiary awards, the recipient may apply to the Scholarships Committee for permission to hold the external funding while retaining up to fifty per cent of the current living allowance of their University of Waikato WMIER Doctoral Scholarship. Applications will be considered on a case-by-case basis.
15. The University expects that the amount of time that candidates devote to their research will be commensurate with their enrolment status. This should equate to a minimum of 30 hours per week over the tenure of this Scholarship.
16. If, during the tenure of a Scholarship, a recipient's circumstances change in such a manner that their continued eligibility for a Scholarship may be affected, they must inform the Scholarships Committee (via the Scholarships Office) immediately.
17. In the event of a recipient's circumstances changing, the Scholarships Committee will assess their status on a case-by-case basis.
18. The Postgraduate Research Committee will provide advice and recommendations to the Scholarship Committee in regards to Progress Reports of Scholarship recipients that identify performance that is below expectation. A Scholarship may be terminated if the recipient is not meeting expectations in the Progress Reports. The holder of a Scholarship shall have the right to appeal to the Academic Board against any decision to terminate the award.
19. International Scholars must comply with the conditions of their Immigration New Zealand (INZ) Student Visa.
20. By accepting a Scholarship, the recipient agrees to participate in any publicity concerning the Scholarship arranged by the University of Waikato and WMIER.
21. **Applications close at 5pm, on Monday 30 June 2014.**

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



2014 APPLICATION FORM

Applicants must demonstrate their research aligns with one of WMIER's major research programmes

Please attach a personal statement, of up to five pages in length, which incorporates the following subheadings:

- Proposed research intentions. This must be in the form of a three-page research abstract identifying research topic, draft research questions, likely contribution to the field, and significance of the research
- Relevance of research to WMIER. Detail the alignment of your intended research with one of WMIER's major research programmes (please refer to regulation 2).
- Timeline. Outline the start of your doctoral enrolment, anticipated milestones, and the expected completion date
- Qualifications. List your previous qualifications highlighting any research components.
- Other academic achievements. Past attendance/presentation at seminars, conferences, and a list of publications
- Relevant previous experience. Past fieldwork, academic study, employment, etc. relevant to this application
- Future career plans.
- Other information. Any information considered relevant to this application [optional]

This application can be submitted to: The Scholarships Office "Drop Box"
Student Administration Desk
The Student Centre (Level 2)
The University of Waikato
Private Bag 3105
HAMILTON 3240

Or submitted electronically to: scholarships@waikato.ac.nz

Applications close at 5pm, on Monday 30 June 2014.

Enquiries can be directed to: Scholarships Office
Tel. +64 7 858 4439
Fax +64 7 838 4130
E-mail scholarships@waikato.ac.nz

Please ensure that all questions are answered and that all the required attachments accompany this application form. You may jeopardise your chances of success if you do not complete your application fully.

Application documents submitted in hardcopy should be printed single-sided on white paper, and fastened with a paper clip or bulldog clip.

If your circumstances change after the submission of this application, e.g. you apply for or receive another Scholarship, please inform the Scholarships Office immediately.

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



THE UNIVERSITY OF
WAIKATO
Te Whare Wānanga o Waikato

PERSONAL DETAILS

Full Name: _____ Student ID: _____

Nationality/Citizenship: _____ (If not enrolled, attach verified proof)

POSTAL ADDRESS

For correspondence regarding this application

Street Number and Name: _____

Suburb: _____ Town/City: _____

State/Province: _____ Country: _____

Post Code: _____ Email: _____

Telephone: _____ Cell Phone: _____

APPLICATION DETAILS

STUDY INTENTIONS

Proposed Research Topic: _____

ENROLMENT STATUS

My enrolment status in doctoral studies is/will be:

Full-time

Part-time

PREVIOUS STUDY

A. AT THE UNIVERSITY OF WAIKATO

If you are, or have been, a student at the University of Waikato, please give details of study undertaken.

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



B. AT ANOTHER INSTITUTION

If you have studied at **any** other tertiary institution(s), please give details of the institution(s) and study undertaken that provides evidence of your academic eligibility for the doctoral programme.

You must attach verified copies of your academic transcripts from the other tertiary institution(s) attended. Please also attach grade scales where available.

APPLICATION FOR REGISTRATION FOR DOCTORAL PROGRAMME

All doctoral degree programmes at the University of Waikato must be approved by the Postgraduate Research Committee. It is helpful to the Scholarships Committee to know your progress in the registration process. (please tick the appropriate boxes)

Have you applied to the Postgraduate Research Committee to register for a doctoral degree at the University of Waikato?

Yes

No

If yes, has that application been successful?

Yes

No response

No

ACADEMIC REFEREES

Please provide the names and addresses of at least **two** persons you have asked to forward confidential references to the Scholarships Office.

One of these referees must be **either** your proposed Chief Supervisor of your doctoral research, **or** a member of the academic staff at the institution at where you obtained the entry qualification for the University of Waikato doctoral programme.

Those references (ideally on letterhead paper) may be sent by post or attached to an e-mail.

Title and Name of Referee 1: _____

Address: _____

Telephone: _____

Email: _____

Title and Name of Referee 2: _____

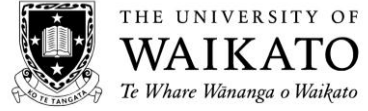
Address: _____

Telephone: _____

Email: _____

Please note that additional references are permitted.

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



FINANCIAL SUPPORT

If you are employed, how many hours a week do you currently work? _____

If successful, how many hours a week will you work? _____

Have you applied for, or received, other funding for this programme of study? (please tick the appropriate box)

Yes

No

If yes, please name the funding provider. _____

Please list all scholarships/prizes won in the last two years. _____

Please list all other scholarship applications in process. _____

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



CONDITIONS

I understand that if I am offered a University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship, and accept it, I will only be eligible to be formally awarded the Scholarship if I meet all of the following criteria:

- Any anticipated or provisional grades used in calculating my eligibility are confirmed by the final grades awarded
- I enrol in my doctoral degree programme at the University of Waikato by 1 November 2014.
- I remain enrolled on a full time basis in my doctoral degree programme at the University of Waikato during the years of tenure.

I also understand that:

- The offer of an WMIER Doctoral Scholarship is not an indication that I will automatically receive approval from the Postgraduate Research Committee of the University of Waikato for registration for a doctoral degree programme
- I will be required to sign a Terms and Conditions document on acceptance of the Scholarship
- The offer of a Scholarship does not guarantee that a NZ Student Visa will be granted, and I am responsible for all costs of gaining and retaining an INZ Student Visa (if applicable).
- I must comply with the conditions of my INZ Student Visa, and keep it valid for the duration of my study (if applicable).
- By accepting a Scholarship, I agree to participate in any publicity concerning the Scholarship arranged by the University of Waikato
- I must inform the Scholarships Office if I receive any other funding during the tenure of my Scholarship
- The Scholarships Committee may terminate my Scholarship at any time if it is not satisfied that I am following the required programme or am otherwise not complying with the conditions governing the Scholarship. I shall have the right to appeal to the Academic Board against any decision to terminate the award.

PRIVACY DECLARATION

The information requested in this application form will be used solely for the purposes of assessing your application for the University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship. Personal information contained in this application may be made available to staff of the University of Waikato and relevant external supervisors or selection panel members.

The University of Waikato undertakes to store your application in a secure place in the event that you are successful in gaining an award or are selected as a reserve candidate for an award. In the event that you are unsuccessful in gaining an award, the University of Waikato undertakes to destroy your application to preserve its confidentiality. Should you have reason to believe that information held about you in either your application or your academic record is incorrect, you have the right of access to, and correction of, that information.

The University may contact the persons you have named in your application as referees for further information. Any such direct contact with these referees will be made on a strictly confidential basis. The University may not divulge details to you about the content of such confidential references without the written authorisation of the referee concerned.

SIGN HERE

Signature: _____ Date: _____

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



CHECK-LIST

All applicants please check that you have done the following:

- Completed all relevant sections of the application form
- Provided the names and contact details of at least two referees
- Asked those referees to send confidential references directly to the Scholarships Office
- Attached verified copies of academic transcripts from any other tertiary institution(s) you have attended (and a grade scale if possible)
- Please attach a personal statement, of up to five pages in length, which incorporates the following subheadings:
 - Proposed research intentions. This must be in the form of a three-page research abstract identifying research topic, draft research questions, likely contribution to the field, and significance of the research
 - Relevance of research to WMIER. Detail the alignment of your intended research with one of WMIER's major research programmes (please refer to regulation 2).
 - Timeline. Outline the start of your doctoral enrolment, anticipated milestones, and the expected completion date
 - Qualifications. List your previous qualifications highlighting any research components.
 - Other academic achievements. Past attendance/presentation at seminars, conferences, and a list of publications
 - Relevant previous experience. Past fieldwork, academic study, employment, etc. relevant to this application
 - Future career plans.
 - Other information. Any information considered relevant to this application [optional]

ADDITIONAL CHECK LIST FOR INTERNATIONAL APPLICANTS ONLY

- I have attached original or verified academic record(s) from the University of the South Pacific (USP), or from one or more of the following countries: Australia, Austria, Belgium, Canada, Denmark, Fiji, France, Germany, Ireland, Italy, Malaysia, Netherlands, New Zealand, Norway, Singapore, Spain, Sweden, Switzerland, United Kingdom, and the United States of America.
- OR**
- I have studied at one or more countries not listed above; I have therefore attached my academic record(s) **and** followed the advice in the footnote below about Educational Credential Evaluators, Inc.
- Because I have not yet enrolled at the University, I have attached verified proof of my current citizenship, e.g. a verified copy of my passport.
- I understand that my application may be discarded if I have not followed the instructions below about assessment of academic transcripts.²

² Academic records from the following countries can be attached to this application: Australia, Austria, Belgium, Canada, Denmark, Fiji, France, Germany, Ireland, Italy, Malaysia, Netherlands, New Zealand, Norway, Singapore, Spain, Sweden, Switzerland, United Kingdom, and the United States of America.

If you have not already been studying for sufficient time to gain confirmed enrolments status, your academic records from all other countries (**except those from the USP**) must be assessed by the following:

Educational Credential Evaluators, Inc.
PO Box 514070
Milwaukee
Wisconsin 53203-3470
United States of America
Telephone: +1 414 289 3400
Facsimile: +1 414 289 3411
E-mail: eval@ece.org
Web-site: www.ece.org

University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship



REFEREE'S REPORT

Applicant's Name: _____

Student ID: _____

Please provide a confidential academic reference (on, or attached to, this form) for the above-named applicant for a University of Waikato Wilf Malcolm Institute of Educational Research (WMIER) Doctoral Scholarship. This reference will only be used by the Selection Panel in determining the applicant's eligibility for the Scholarship.

Your referee report will remain confidential and the applicant will not have access to it unless you supply written permission to allow this.

Please send your report directly to the following address (or e-mail it as an attachment to scholarships@waikato.ac.nz by Monday **30 June** 2014)

The Scholarships Office
The University of Waikato
Private Bag 3105
HAMILTON 3240

Referee's Name: _____

University/Dept: _____

Signature: _____

Date: _____

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THE UNIVERSITY OF
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The Scholarships Office
The University of Waikato
Private Bag 3105
HAMILTON 3240

Referee's Name: _____

University/Dept: _____

Signature: _____

Date: _____