

West Coast Trades Academy Training Scholarships

Terms of Reference - 2023

A. INTRODUCTION

In 2023 Tai Poutini Polytechnic (TPP) will sponsor one (1) West Coast Trades Academy Training Scholarship of \$1,000 to assist a WC Trades Academy student with their studies at TPP during 2024. The money can be credited directly towards programme fees, compulsory courses-related costs or expenses (for example - TPP student accommodation rental, course-related tools or materials), and may not be applied to any non-academic purpose. Evidence of purchase of any course-related tools or materials will need to be submitted. For detail on how to access the funds, please contact the Executive Assistant at TPP.

The scholarship will be awarded to a high school student who:

- has demonstrated a high level of achievement in their Trades Academy course in 2023;
- is committed to developing a career in their elected Trades Academy studies; and
- wishes to pursue further training and education at Tai Poutini Polytechnic in 2024.

B. CONDITIONS OF SCHOLARSHIPS

1. TPP programme tutors can nominate students from their respective Trades Academy course and ask the students to complete the Application Form, including providing a personal statement.
2. The application form should then be submitted to the Executive Director's Office (karenk@tpp.ac.nz). Application forms and the application process can be found on the TPP website at <https://www.tpp.ac.nz/explore/scholarships/>.
3. The nominations will be considered by the TPP Business Division Lead (or nominee) and the TPP Manager Teaching and Learning - Schools and Community, who will select the successful candidate based on the criteria above and the information submitted in the application form. Their decision shall be final and no review will be undertaken.
4. Students must commence their programme of study at TPP in the year immediately following receipt of the Scholarship.
5. The funds will be disbursed once the student has completed 10% of their programme of study (this is normally the 4th week of Term 1).
6. No holder of TPP West Coast Trades Academy Scholarship may receive another TPP entrance award for the same year.
7. The completed form should be marked "Private and Confidential" and either handed into the Executive Assistant via Greymouth Reception or sent to the Executive Assistant, Tai Poutini Polytechnic, Private Bag 607, Greymouth 7840.
8. Nominations should be received by 5.00 pm on **Friday 27th October 2023**.

C. MISCELLANEOUS PROVISIONS

1. The TPP Business Division Lead shall approve, from time to time, changes in the nomination requirements.
2. The TPP Awards Committee will endorse the successful nomination at their next available meeting (preferably prior to notification and presentation at the school end-of-year prize giving ceremony).
3. Successful students will allow their names and photos to be published by the West Coast Trades Academy, TPP, and may be published in the local media.