

Terms of Reference

A. INTRODUCTION

The Allan Beaumont Student Award was established in 1997 following the retirement of Mr Allan Beaumont from the position of Chair of the Tai Poutini Polytechnic Council. The Council wished to acknowledge his substantial contribution to the development of tertiary education in the West Coast region over the last 20 years.

Following discussions with Mr Beaumont, an award was established valued at \$1,500 per annum for a full-time student attending Tai Poutini Polytechnic.

B. THE AWARD

- (1) The Award is to be known as the Allan Beaumont Student Award.
- (2) The purpose of this Award is to assist second-chance students to gain access to tertiary education.
- (3) The Award is to be made annually to a student enrolled in, or preparing to enrol in, any full-time programme at Tai Poutini Polytechnic's West Coast campuses and who, in the judgement of the selection committee, meets the eligibility criteria in Section C.
- (4) The Award provides the sum of \$1,500 towards programme-related costs.
- (5) The Award may be shared between two students at the selection committee's discretion.
- (6) If, in the opinion of the selection committee, no candidate meets the criteria in any one year, no award is to be made for that year.
- (7) Students wishing to apply for this Award should complete an application form, including a statement from a referee.
- (8) The Awards Committee may consider any late applications, should there be any "unallocated" scholarships, three weeks after the start of each semester, i.e., approximately 7th March and 7th August each year.
- (9) The decision of the selection committee is final and no review will be undertaken.
- (10) Application forms are available from TPP Reception or the TPP website and should be returned to the Executive Assistant by **15 December in the year prior** to the programme enrolled, or preparing to enrol, on.
- (11) The successful applicant will be notified as soon as possible after the closing date.
- (12) No holder of the Award may receive any other Polytechnic entrance award.

- (13) Notice of the name of the recipient of the Award may be printed in the media and in any approved polytechnic publications.

C. ELIGIBILITY CRITERIA

Only West Coast/Buller residents, i.e., who can demonstrate a minimum of 12 months full-time residency in the West Coast/Buller area prior to application, are eligible for this Award.

Preference will be given to applicants who:

- (1) are 30 years of age or over as at 1 January in the year of their programme of study
- (2) are either returning to formal education after a long absence or have never previously had the opportunity to undertake further study
- (3) can demonstrate financial hardship

Note: only in the absence of applicants who meet the above criteria will other applicants be considered for this Award.

D. APPLICATION METHOD

The Polytechnic will advertise the award within its publications, along with its other awards, with applicants making a submission on a supplied form.

E. SELECTION COMMITTEE

A selection committee consisting of:

- The Awards Committee, plus
- Mr Allan Beaumont, ex officio

will make the selection of the candidate based on the information supplied.

F. NOTIFICATION TO APPLICANTS

All applicants will be notified as soon as possible after the selection committee's meeting.

G. GENERAL PROVISIONS

The Terms of Reference of the Allan Beaumont Student Award are reviewable annually by the TPP Subsidiary Academic Committee.