

ASSOCIATION OF ADMINISTRATIVE PROFESSIONALS NEW ZEALAND INC.

MARLBOROUGH GROUP SCHOLARSHIP

2009

APPLICATION FORM



AAPNZ SCHOLARSHIP

The intent of the scholarship is to help members of AAPNZ who have worked in an administrative role and due to their work or home constraints have been unable to take time out to study. Anyone who is employed on a part-time or full-time basis is eligible to apply.

The scholarship is for the flexi Business Administration programme. At the completion of the programme the successful applicant will be awarded the NMIT Certificate in Business Administration (Level 3) and the National Certificate in Business Administration and Computing (Level 3) by being assessed in their workplace and being resourced to study subjects or topics flexibly. The courses that will be completed are Business Administration, Electronic Communication, Workplace Communication, Office Applications and Text Processing.

One scholarship will be awarded. This is to the value of \$981.00. Money for this scholarship is obtained through the generous support of NMIT Marlborough. NMIT Marlborough will provide the tuition fee and the balance will be provided by AAPNZ Marlborough.

NMIT Marlborough together with AAPNZ (Marlborough Group) seeks to have the scholarship awarded to an AAPNZ member who has a real need to improve their educational position.

Criteria

- A letter of support from your employer needs to be attached to this application.

Applications must be returned or posted to (by 27 February 2009):

**Scholarship Coordinator
Nelson Marlborough Institute of Technology (Marlborough Campus)
322 Hardy Street
Private Bag 19
Nelson 7042**

The recipient of the award will be announced at Administrative Professionals Day 2009.

APPLICATION FORM

1. Name: Membership number:

2. Address:

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3. E-mail:

4. Telephone:

5. Briefly explain why you should be awarded this scholarship.

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6. Please describe your career plans

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7. If you were successful in being awarded the scholarship, how would the scholarship money assist you?

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8. Have you applied for any other scholarships?

Yes No

Name of other scholarship/s applied for?.....

I declare that all the information I have given on this form is true and correct.

Signed:

Date:

TERMS OF REFERENCE NMIT/AAPNZ SCHOLARSHIP

Any member receiving a ***NMIT/AAPNZ Scholarship*** must use the money received to meet the financial costs associated with a full year of work based study at Nelson Marlborough Institute of Technology. As this scholarship is work based, the recipient will need the support of their employer. A letter from the employer will be required. The recipient must also be available for promotional purposes.

Should members not complete their programme of study within two years of the scholarship being awarded, it is at the discretion of the Marlborough Manager whether all or part of the scholarship received, be returned to the Nelson Marlborough Institute of Technology.

NMIT/AAPNZ GENERAL SCHOLARSHIP TERMS

- 1. Members may apply for the scholarship; however a member will only be awarded one NMIT scholarship in any given year.**
- 2. Members must be a current financial member of AAPNZ and remain a current member for the duration of the scholarship.**

Should I be successful in being awarded this scholarship I agree to abide by the Terms of Reference.

Signed:

Date: