



## **CCNZ Nelson Marlborough Branch**

### **Civil Engineering Scholarship**

#### **Terms of Reference**

##### **Purpose**

The Civil Contractors New Zealand Inc. represents the interests and aspirations of over 600 members including large, medium and small businesses in civil engineering, construction and general contracting in New Zealand – covering building, roading, transport and public services infrastructure.

The Civil Contractors New Zealand (CCNZ) Nelson Marlborough Branch, of which there are 27 registered companies, wish to support students in the Top of the South who are studying towards a Civil Engineering qualification.

##### **Aim**

To support present and intending students studying at Nelson Marlborough Institute of Technology. Priority should be given to students who are not entitled to Student Allowance or Training Incentive Allowance.

##### **Area of Use**

Have enrolled at Nelson Marlborough Institute of Technology in 2020 to complete Year 2 of the Diploma in Civil Engineering.

##### **Eligibility**

Students identify themselves upon enrolment in the second year of the Diploma of Civil Engineering and have completed Year 1 of the Diploma requirements. Open to New Zealand certified residents or citizens.

Students must be enrolled on a full time, full year or part time (if employed) and have met the specific programme entry requirement for Year Two of the Diploma in Civil Engineering.

##### **Exclusions**

Only one NMIT Scholarship may be used per student per year. These Scholarships are not available for NMIT short courses or Employment Scholarship Programme.

##### **Funding**

This Scholarship is funded by Civil Contractors New Zealand (CCNZ) Nelson Marlborough Branch, PO Box 228, Stoke, Nelson 7041.

##### **Value**

Maximum allocation of \$1,500.00 to assist students with course fees.

## **Promotion**

Application forms and information will be circulated via student enrolments, and advertised via posters and on the NMIT website. The responsibility for promotion lies with the Marketing department, school administrators and the Scholarship Coordinator.

Students receiving a hardship grant/scholarship have the option for limited participation in any NMIT promotions.

CCNZ committee members or representatives will be invited to attend and present the scholarship to the recipient at the annual scholarship presentation function held each year at NMIT.

## **Criteria**

- Applicants are a New Zealand resident or citizen.
- Applicants exhibit high motivation and the ability to succeed in the Civil Engineering field.
- The successful recipient must be available to attend the scholarship ceremony.
- The successful recipient must agree to attend the Annual General Meeting of the CCNZ local branch to introduce themselves, acknowledge and report on their progress.

## **Panel Selection**

The panel consists of two members of the CCNZ Executive Committee and a relevant course representative from NMIT. If no suitable application meets the criteria or is received – the panel are not obligated to award in any given year.

## **Panel Decision**

Decisions of the panel are not open to appeal or question by anyone. The panel need not give reasons for any of their decisions.

Selection will be made at a time that allows the grant/scholarship to be awarded at the NMIT scholarship function.

## **Timing**

Applications must be received on an official application form. Late applications will not be accepted.

## **Validation**

This scholarship agreement is valid for the period of 12 months from 1<sup>st</sup> January 2020 to 31<sup>st</sup> December 2020 with an annual right of renewal.

As per the section 'Panel Selection' if no suitable application meets the criteria or is received – the panel are not obligated to award in any given year.

The award of the scholarship shall become void within two weeks after receiving official advice unless the recipient completes and forwards the Acceptance and Agreement contract to NMIT's Scholarship Coordinator that states:

- The Recipient's acceptance of the scholarship and agreement to perform any obligations, as stated in the Terms of Reference. Associated with this scholarship.

- Agreement to participate in specified promotion as per Terms of Reference.
- The Recipient's intention of pursuing the course of intended study set out in his/her application.

### **Payment**

Payments will be made by direct credit into the recipients student fees account or to Studylink if a debt exists.

NMIT will invoice Civil Contractors New Zealand (CCNZ) Nelson Marlborough Branch, PO Box 2284, Stoke, Nelson 7041 each year that a scholarship is awarded.

### **Withdrawal**

Students may be required to repay the scholarship to NMIT or CCNZ should they withdraw from the course or fail to meet pass rates to continue; or minimum attendance requirements; or for any other reason that they are unable to continue with study.

### **Privacy**

The award of the scholarship will be acknowledged in the local newspapers, website, posters and advertising.

In accordance with the Privacy Act 1993, the recipients will need to sign a Release Form giving their permission for NMIT to use the recipient's personal information for publicity. The recipient can control the content used and length of time it is used.