

**THE KATE EDGER EDUCATIONAL CHARITABLE TRUST**  
**PRACTICUM AWARDS**

**PURPOSE**

To assist a woman to carry out study for a Bachelor's or Master's Degree or Postgraduate Diploma with a required practicum component at an approved Institute in the Auckland area. The awards will be made for a year of study that requires a student to undertake a practicum which is usually unpaid and involves travel or residence away from home.

**REGULATIONS**

1. Three Practicum Awards of \$7,500 are available for offer annually.  
**Closing date: 7 February 2018**
2. Applicants for the Practicum Award must be:
  - a) women;
  - b) New Zealand Citizens or Permanent Residents;
  - c) enrolled or preparing to enrol full time for their 3rd or 4th year of a Bachelor's Degree or for a Postgraduate Diploma or Master's Degree at one of the following Institutes: the University of Auckland, the Albany Campus of Massey University, AUT University, Manukau Institute of Technology, Unitec, Northland Polytechnic, or Te Whare Wānanga O Awanuiārangi, Auckland.
3. In making this award, the selection committee shall give consideration to:
  - a) the applicant's academic records;
  - b) the applicant's referee's report;
  - c) the applicant's need for financial assistance;
  - d) the applicant's aspirations for the future;
  - e) any special circumstances, e.g. family responsibilities, personal disability, considered relevant.
4. Each applicant for this award must submit her application **on the current prescribed application form**, together with:
  - a) a certified copy or statutory declaration of her academic record (this can be in the form of a certified digital document from the tertiary institution);
  - b) a certified copy of evidence of status as a New Zealand Citizen or Permanent Resident;
  - c) confirmation that a confidential reference has been sought from one referee;
  - d) a copy of the practicum requirements for the course signed by a staff member. This should give length and possible location of the practicum.

**"Certified copy" means a copy of the original, certified as true by an appropriate authority (for example, Academic Registrar, Head of Department, Study Supervisor, or Justice of the Peace).**

**"Statutory declaration" must be made before a Justice of the Peace or Solicitor on the appropriate form.**

5. This award may not be held concurrently with an award of equal or higher value.
6. The Practicum Award shall be paid in one instalment on presentation of proof of enrolment as a full time Degree student at one of the above named tertiary Institutes, for example a copy of the receipted fees' invoice or certification from the relevant department.
7. The successful applicant is required to complete her year of study and make a brief report at the end of this study. Failure to complete two full consecutive semesters will require refund of the full value of the award.

**APPLICATIONS AND ENQUIRIES**

Application forms for these awards are available from:

[www.academicdresshire.co.nz/AwardsAvailable/UndergraduateAwards](http://www.academicdresshire.co.nz/AwardsAvailable/UndergraduateAwards)

Enquiries to: [awards@kateedgertrust.org.nz](mailto:awards@kateedgertrust.org.nz)

Please send your completed application by:

Email attachment plus scanned copies of 4 a) b), and d) above to [admin@kateedgertrust.org.nz](mailto:admin@kateedgertrust.org.nz);

Or by post to: Practicum Awards, The Kate Edger Educational Charitable Trust, Private Bag 93208, Parnell, Auckland 1151; Or hand deliver to Academic Dress Hire, 17 George Street, Parnell.

**Closing date: 7 February 2018**

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST  
**PRACTICUM AWARDS**

**Application Form**

*(All information provided is confidential)*

**1. PERSONAL DETAILS**

**NAME:** .....

**Student ID no:** ..... **Telephone number:** .....

**Email:** ..... **Mobile:** .....

**Address: (Street address, not a PO Box number)**

.....  
.....

**RESIDENCY**

Are you a New Zealand Citizen      Yes / No      Permanent Resident      Yes / No

**Please supply a certified copy of evidence of your status: a birth certificate, citizenship certificate or relevant passport pages**

**2. ACADEMIC RECORD**

Degrees/Diplomas: .....Year(s) Attained .....

Major subject: .....

Degree for which you are enrolled: .....

Institute and Department in which you are enrolling or preparing to enrol: .....

.....

Expected date of completion of degree: .....

Details of any awards you currently hold: .....

.....

**Please attach a certified copy or statutory declaration of your up-to-date academic record.**

**3. What sources of income do you have or hope to have to assist you in funding your studies? (E.g. income support, student allowance, student loan, paid employment, other awards or scholarships etc.)** .....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

**4. Note any special circumstances (family, personal or financial) that could be considered as part of your application.**

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

**5. Future Goals. Briefly describe the work you intend to undertake once you have completed your course of study.**

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

**6. Referee:** Write here the name of one member of the academic staff from whom you have requested a confidential email reference. Your referee must also verify that a practicum is an essential component of your degree.

**FINAL CHECK:**

**Please tick each statement after confirming you have met all requirements.**

I have read the purpose and regulations of the award	
I am a full time student	
I have given full details in every section	
I have enclosed all the supporting documents required including signed details of the required practicum	
I have enclosed a certified copy of evidence of NZ Citizenship or permanent residency	
I have asked one referee to email a confidential report	

(N.B. The form for a Statutory Declaration is available at the end of this application)

**Please ensure you keep a copy of your application.**

**The Selection Committee will NOT consider applications that do not contain the above information.**

**Your signature: .....\_Date: .....**

**Please send this completed application by:**

Email attachment plus scanned certified copies of academic record, evidence of New Zealand Citizenship or Permanent Residency and copy of the Practicum requirements of the course signed by a staff member to [admin@katedgertrust.org.nz](mailto:admin@katedgertrust.org.nz)

Or by post to: Practicum Awards, The Kate Edger Educational Charitable Trust, Private Bag 93208, Parnell, Auckland 1151

Or hand deliver to: Academic Dress Hire, 17 George Street, Parnell.

**Closing date: 7 February 2018**

# PRACTICUM AWARDS

## Referee's Report Form

The purpose of the Practicum Award is to assist a woman to carry out study for a Bachelor's or Master's Degree or a Postgraduate Diploma with a required practicum component at an approved Institute in the Auckland area. The award will be made for a year of study that requires a student to undertake a practicum which is usually unpaid and involves travel or residence away from home.

*(All information supplied is confidential to those involved in the selection procedures.)*

Please complete your report using the following format and e-mail to [admin@kateedgertrust.org.nz](mailto:admin@kateedgertrust.org.nz) under the heading Practicum Awards

Applicant's Name:	Referee's Name/Title:
Department:	Institute:
Position:	

**TO BE COMPLETED BY A MEMBER OF ACADEMIC STAFF**

1. I have known this applicant for ..... years in my capacity as .....

2. Comment on the applicant's commitment to her work, academic ability, potential and any other relevant matters:

.....  
.....  
.....  
.....  
.....  
.....

3. I verify that a practicum is an essential component of the course the applicant is currently undertaking and will be undertaken during the 2018 academic year.

Date: .....

Thank you for completing this form. Your contribution is appreciated.

**STATUTORY DECLARATION**

I.....  
(Full name of declarant)

Of .....  
(Address of declarant)

.....hereby solemnly and sincerely declare that  
(Occupation of declarant)

Annexed to this declaration have been obtained and printed without alteration from the internet.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Declared at: ..... this ..... day of.....20.....

Signature of Declarant .....

Before me ..... Justice of the Peace for New Zealand  
(Name of JP) (Authorised to take a statutory declaration)

.....  
(Signature of JP)

**PLEASE NOTE – MAKING A FALSE DECLARATION IS A PROSECUTABLE OFFENCE**