

BED, BATH & BEYOND AWARD for staff
through THE KATE EDGER EDUCATIONAL CHARITABLE TRUST

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**PURPOSE**

Bed Bath & Beyond has achieved a huge amount since its beginnings in 1995 and this is largely due to our dedicated team of employees. Considering this, and in recognition of the importance of education, BBB would like to assist the child of a long term (**over 3 years employed at BBB), full time (over 30 hours per week**) employee in the form of an Assistance Award.

The applicant will be intending to enrol full time in the first year of a three or four-year degree course in 2023 at a NZQA approved tertiary institute in New Zealand. The Award is available to contribute towards the payment of fees (for 1st year it can cover expenses if the student is eligible for first year fees-free).

The Kate Edger Educational Charitable Trust (KEECT) encourages, advances, and promotes education whether in research, professional, creative or artistic activities. It is neutral and independent of all institutes and offers unbiased and professional Selection Panels, under the wing of the Awards Committee. The board of The KEECT includes 6 professionals. For more information please see:

**Applicants for the BB&B Award are to apply using the application form available at**

<https://www.kateedgertrust.org.nz/keect/the-keect-awards-programme/>

Scroll down to *Bed Bath & Beyond Employee Award*, click through, then scroll down again.

**CLOSING DATE: FRIDAY, 27 OCTOBER 2023**

**REGULATIONS**

1. An Award of $5000 to support full-time study (120 points per annum) for three years will be offered annually. The Award will be paid in three instalments, $1000 for the first year, then $2000 per annum for the two subsequent years of study.
2. The Awardee must be:
	1. a child of a BB&B staff member (employed for over 3 years and works minimum of 30 hours per week);
	2. a New Zealand Citizen or **Permanent** Resident;
	3. intending to enrol full time in a three- or four-year degree course at a NZQA approved tertiary institute in NZ.
3. In making this award, the selection committee shall give consideration to:
	1. applicant’s need for financial assistance;
	2. applicant’s academic record as evidence of ability to complete the course;
	3. verification statement;
	4. applicant’s aspirations for the future;
	5. any special circumstances considered relevant, e.g. family responsibilities, personal disability.
4. This award may be held concurrently with an award of equal or higher value if the regulations for that award so permit.
5. The first instalment of the BB&B Award shall be paid on the presentation of proof of enrolment as a full-time student at a NZQA approved institute in New Zealand. Subsequent instalments will be paid at the beginning of each year on receipt of evidence of satisfactory grades having been achieved in the previous semesters. Failure to complete two full consecutive semesters may require refund of the full value of the award and will result in the termination of the Award.
6. The successful applicant is required to complete a brief report at the end of each semester of study.
7. Should the candidate be eligible for Fees Free via the government policy, the first instalment will be paid directly to the Awardee, to be used for study-related expenses such as books, travel, accommodation etc.
8. Should the BB&B staff member resign during the three-year term of the Award, the funding will be paid out for the calendar year of resignation, but will be discontinued thereafter.
9. Each applicant for these awards must submit their application **on the current prescribed application form**, together with:
	1. certified copy or statutory declaration of academic record (either from the last two years of secondary study or any previous tertiary study);
	2. certified copy of evidence of status as a New Zealand Citizen or Permanent Resident (not Driver Licence);
	3. certified copy of evidence of familial relationship with a BB&B employee, eg. Birth Certificate of applicant;
	4. certified statement on the prescribed form.

**“Certified copy” means a copy of the original, certified as true by an appropriate authority (for example, Registrar, Head of Department or Study Supervisor, or Justice of the Peace).
A “Statutory Declaration” must be made before a Justice of the Peace or Solicitor on the appropriate form.**

Enquiries to: awards@kateedgertrust.org.nz

Please send the completed application form, together with the completed verification statement, and certified copies of your official academic record or a statutory declaration accompanying your current unofficial transcript, and evidence of New Zealand Citizenship or Permanent Residence, by:

* Email attachment to awards@kateedgertrust.org.nz

All applicants will receive an email confirmation that the application has been received. If you do not receive an email, please contact the Awards Coordinator at awards@kateedgertrust.org.nz

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Application Form

All information provided is confidential.

1. PERSONAL DETAILS

Name: Click here to enter text.

Student ID number (if applicable): Click here to enter text.
Mobile: Click here to enter text.

Email: Click here to enter text.

Address: Click here to enter text.

Name and Staff ID number of BB&B employee: Click here to enter text.

Will you be a full-time student next year? Choose an item.

Next year, will you be enrolled in the first year of a degree? Choose an item.

Are you a New Zealand citizen? Choose an item.

Are you a Permanent Resident of New Zealand? Choose an item.

Are you the child of a BB&B employee? Choose an item.

**Please supply a certified copy of evidence of your citizenship status: a birth certificate, citizenship certificate or relevant passport pages (e.g. if you are a Permanent Resident, you must supply a copy of your Permanent Resident Visa). Please also provide proof of familial relationship with a BB&B employee (e.g. copy of Birth Certificate showing names of parents). If you are offered an award, you will be required to prove that you will be enrolled as a full-time student for the duration of the award.**

1. ACADEMIC GOALS

Which tertiary institute will you be attending? Click here to enter your expected major(s).

What degree or diploma are you intending to enrol in? Click here to enter the name of your qualification.

What are your main subjects of specialisation? Click here to enter your expected major(s).

What is the expected date of completion of your degree? Click here to enter a date.

**Please attach a certified copy of the results of your last two years of secondary study or any previous tertiary study, to support your application.**

1. FINANCIAL CIRCUMSTANCES

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

Click here and write up to 300 words.

Please note any special circumstances (family, personal, or financial) that could be considered as part of your application. These could include number and ages of children, parenting status, health/disability status, your debt situation:

Click here and write up to 300 words.

1. PERSONAL STATEMENT

Briefly describe yourself and your future goals once you have completed your course of study:

Click here and write up to 300 words.

1. VERIFICATION

Please provide verification on the prescribed form (next page) signed by someone who knows you well, but who is not a close relative, that the contents of your application are true and you have a genuine desire to gain a qualification.

Give the name of the person you have asked to make this verification here:

|  |  |
| --- | --- |
| NameClick here to enter text. | Address (postal or email)Click here to enter text. |

FINAL CHECK

Please check each statement to confirm 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 proof of Permanent residency or citizenship, most recent academic results, and proof of familial relationship with BB&B employee. |[ ]
| I have included a signed verification form |[ ]

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

**The Selection Panel will NOT consider applications that do not contain the required information.**

Please keep a copy of your application.

Your signature: Date: Click here to enter a date.

Please send this completed application form, together with the completed verification statement, and certified copies of your official academic record or a statutory declaration accompanying your current unofficial transcript, and evidence of New Zealand Citizenship or Permanent Residence, by:

* Email attachment to awards@kateedgertrust.org.nz

All applicants will receive an email confirmation that the application has been received. If you do not receive an email, please contact the Awards Coordinator at awards@kateedgertrust.org.nz

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Verification of Application

The purpose of the BB&B Award is to assist a child of a BB&B staff employee in the form of a financial Award. The applicant would be enrolled full-time in the first year of a three- or four-year degree course at a NZQA approved institute in NZ and the Award is available to contribute towards the payment of fees (or expenses in the first year).

|  |  |
| --- | --- |
| **Applicant** | **Referee** |
| Name: Click here to enter text. | Name: Click here to enter text. |
| Address: Click here to enter text. | Address: Click here to enter text. |
|  | Occupation: Click here to enter text. |

I, click here to enter the verifier’s full name, certify that I have read this application and I believe the statements made by the applicant about the course in which she is enrolled, and her circumstances, to be true.

What information can you give about the applicant’s desire to gain this qualification?

Click here to enter text.

How long have you known the applicant?

Click here to enter text.

In what capacity do you know the applicant?

Click here to enter text.

Signed: Date: Click here to enter a date.

STATUTORY DECLARATION

For downloaded documents

**I**

Click here to enter your full legal name

**of**

Click here to enter your residential address.

**solemnly and sincerely declare that the following documents (copies of which are attached to this declaration) have been obtained and printed without alteration from the internet or email sources**

¶ *Note: what you write must be true. You can be prosecuted for making a false declaration*.

|  |  |  |
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|  | *Date downloaded* | *No of pages* |
| A | Click here to enter a description of document A. | Click here to enter a date. | Click here to enter text. |
| Click here to enter website URL or sender’s email address. |
| B | Click here to enter a description of document B. | Click here to enter a date. | Click here to enter text. |
| Click here to enter website URL or sender’s email address. |
| C | Click here to enter a description of document C. | Click here to enter a date. | Click here to enter text. |
| Click here to enter website URL or sender’s email address. |

¶ *Note: do not complete the section below until you are with the Justice witnessing your declaration*.

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

Your signature:

Declared at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 20\_\_\_ before me:

|  |
| --- |
|  |

Signed:

Justice of the Peace for New Zealand