

THE KATE EDGER EDUCATIONAL CHARITABLE TRUST

EXPENSES/CLASS MATERIALS AWARDS



PURPOSE

To assist women, who are enrolled full time in undergraduate or (post) graduate Degree or Diploma courses at an approved Institute in the Auckland area which incur high materials' expenditure, with payment of essential costs.

REGULATIONS

1. A number of awards from \$300 to \$1,000 will be offered annually.
Closing Dates: 31 July 2017, 19 March 2018, 30 July 2018.
2. Applicants for an Expenses/Class Materials Award must be:
 - a) female;
 - b) students studying full time for an undergraduate or (post) graduate degree or diploma;
 - c) New Zealand Citizens or Permanent Residents;
 - d) enrolled or planning to enrol full time in Year 2 and above for a degree or diploma at the University of Auckland, the Albany Campus of Massey University, AUT University, Manukau Institute of Technology, Unitec, Whitecliffe College of Art, Laidlaw College, 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 tertiary academic record;
 - b) the applicant's need for financial assistance;
 - c) the applicant's aspirations for the future;
 - d) 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 (not Driver Licence);
 - c) a copy of required materials (to be) purchased, listed and endorsed by a staff member together with quotations or receipts of costs. (N.B. materials do not include textbooks, computers, transport or childcare).

“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). A “Statutory declaration” must be made before a Justice of the Peace or Solicitor on the appropriate form.

5. Each Expenses/Class Materials Award shall be paid in one instalment on presentation of a staff-endorsed list of materials.
6. Each recipient of an Expenses/ Class Materials Award is required to make a short written report at the end of the semester.

APPLICATIONS AND ENQUIRIES

Application forms for these awards are available from:

<https://www.academicdresshire.co.nz/Academic+Awards+Available/Undergraduate+Awards.html>
Enquiries to: awards@kateedgertrust.org.nz

Please send your completed application by:

Email attachment plus scanned copies of 4 a) b), and c) above to: admin@kateedgertrust.org.nz;

Or by post to:

Expenses/Class Materials' Awards
The Kate Edger Educational Charitable Trust
Private Bag 93208
Parnell
Auckland 1151;

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

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THE KATE EDGER EDUCATIONAL CHARITABLE TRUST
EXPENSES/CLASS MATERIALS AWARDS
Application Form



All information provided is confidential

A. PERSONAL DETAILS

Name:

Student ID number:

Mobile:

Email:

Address:

Will you be a full-time student this year?

Are you a New Zealand citizen?

Are you a Permanent Resident of New Zealand?

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). If you are offered an award, you will be required to prove that you are enrolled as a full-time student for the duration of the award.

B. ACADEMIC GOALS

What degree or diploma are you enrolled in this year?

Where are you studying?

What are your main subjects of specialisation?

What is the expected date of completion of your degree/diploma?

Please attach a certified copy of your up-to-date official transcript, or your up-to-date unofficial transcript accompanied by a statutory declaration.

C. 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.)

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:

D. FUTURE GOALS

Briefly describe the work you plan to undertake once you have completed your course of study:

E. LIST OF REQUIRED MATERIALS

Please provide a list of required materials (to be) purchased on the prescribed form (next page) endorsed by an academic staff member. **Attach quotes or receipts to support your list of materials.**

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

Name	Address (postal or email)
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FINAL CHECK

Please check each statement to confirm you have met all requirements:

I have read the purpose and regulations of the award	<input type="checkbox"/>
I am a full-time student	<input type="checkbox"/>
I have given full details in every section	<input type="checkbox"/>
I have enclosed all the supporting documents required, including a certified copy of proof of my residency or citizenship status, and either a certified copy of my official transcript or my downloaded unofficial transcript accompanied by a statutory declaration	<input type="checkbox"/>
I have included a signed list of required materials	<input type="checkbox"/>
I have included quotes or receipts to support my list of required materials	<input type="checkbox"/>

(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:

Please send this completed application form, plus scanned copies of evidence of acceptance or enrolment at one of the named tertiary institutes, certified copies of your official academic record or downloaded unofficial transcripts accompanied by a statutory declaration, evidence of New Zealand Citizenship or Permanent Residency, and a list of required materials, by:

- Email attachment to admin@kateedgertrust.org.nz

- Or by post to:

Expenses/Class Materials Awards
The Kate Edger Educational Charitable Trust
Private Bag 93208
Parnell
Auckland 1151

- Or hand deliver to:

Academic Dress Hire, 17 George Street, Parnell.

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THE KATE EDGER EDUCATIONAL CHARITABLE TRUST
EXPENSES/CLASS MATERIALS AWARD
 Verification of Application



The purpose of the Expenses/Class Materials Awards are to assist women, who are enrolled full time in a Degree or Diploma course at an approved Institute in the Auckland area which incurs high materials' expenditure, with payment of essential costs. Grants will range from \$300 to \$1,000.

The applicant is to complete:

Applicant	Academic Staff Member
Name:	Name:
Course of study:	Position:

Materials (to be) purchased by the applicant for the above course of study:

Items purchased	Cost
TOTAL COST:	

Academic Staff Endorsement:

I certify that the above course materials are an essential component of the course of study undertaken by the applicant.

Signed:

Date:

STATUTORY DECLARATION

Note: You must sign and date this declaration in the space provided in the presence of a Justice of the Peace. The initial statement of the declaration, containing your name, address, profession, and a list of the documents being witnessed, should be completed on a computer in advance of printing this form.

I,  _____, of  _____,
 _____, hereby solemnly and sincerely declare that

annexed to this application are documents that have been obtained without alteration from online sources.

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.

Signature of Justice of the Peace:

PLEASE NOTE THAT MAKING A FALSE DECLARATION IS A PROSECUTABLE OFFENCE