

COVID-19 Fund for Learners Scholarship Application

Name of the programme you are applying for:

I am applying for this scholarship to commence: 2020 2021 Semester 1 *or* Semester 2

Campus location: Christchurch Timaru Ashburton Oamaru Online/Distance

PLEASE READ THIS INFORMATION CAREFULLY.

This COVID-19 Fund for Learners scholarship is for any Ara domestic learner who has experienced suffering, deprivation or financial hardship due to COVID-19. There are 50 scholarships of \$2,500 for study and living costs.

To be eligible for this scholarship you must meet all of the following conditions:

- | | | |
|-----------------------------------------------------------------------------------------|-----|----|
| • Be a New Zealand citizen or permanent resident at the time of application | Yes | No |
| • Have met the academic entry requirements for your chosen programme (refer to website) | Yes | No |
| • Meet the requirements for this scholarship (refer to website) | Yes | No |

The personal information you provide in this application will be treated in accordance with the Privacy Act 1993. It will only be used for the purpose of assessing your application for a scholarship. As stated in the applicant's declaration, your personal information will be held confidential to Ara.

A) Personal Details

Last name:

First name(s):

Address:

Telephone Home:

Mobile:

Email:

DOB:

dd/mm/yy

B) Supporting Information

Applicants must complete the application form and include:

- A personal statement (300-500 words)
 - a Start by introducing yourself: what is your background including education, recent work history and your interests
 - b Tell us why you want to study this programme and where you hope it will lead you. What is your career goal?
 - c Outline the suffering and/or deprivation and/or financial hardship that you are experiencing as a result of the impacts of the COVID-19 pandemic. Explain your situation and how this would make you an ideal candidate for this scholarship. Your experience may include:
 - i Loss of family income
 - ii Loss of connection to family, work, study or usual activities
 - iii Loss of personal wellbeing or health
 - iv Family/whanau disruption

C) Referee Reports (two required)

Immediate family, friends or flatmates are not permitted to be referees.

Please submit the attached referee reports along with your application. Current students should submit one Tutor Referee Report and one standard Referee Report. If you are not a current student at Ara, please submit two standard Referee Reports.

The best referees are:

- teachers, tutors, trainers or lecturers
- employers or work experience supervisors
- sports coaches
- volunteer work organisers
- community leaders or religious leaders
- people you've worked closely with from other agencies

Referee 1

Name:

Position:

Email:

Telephone:

Referee 2

Name:

Position:

Email:

Telephone:

D) Your feedback is appreciated

How did you hear about the scholarship you are applying for? Please tick all that apply:

Advertising	In Person	Events
Ara Website	School visit	Ara Open Day
Internet search	Careers Advisor	Ara Information Session
Social media (eg Facebook/Twitter)	An industry contact	Experience Ara
TV	Ara staff	Careers Expo
Radio	Family	Industry Expo
Print, newspaper, magazine	Online advertisement	
Outdoor (billboard, bus back, poster)		
Other (please specify)		

E) Checklist

Please make sure you include the following:

tick box

- Completed scholarship application form (deliver your application to Student Support, mail application to Scholarships, PO Box 540, Christchurch or email to scholarships@ara.ac.nz)
- Personal statement for the COVID-19 Fund for Learners Scholarship
- Two completed referee reports
- You will also need to complete and submit an Admission and Enrolment form to study at Ara.
- Budget form
- Bank statements for the last 30 days for all accounts, including joint accounts

Your application will be processed after the scholarship closing date provided we have received all supporting documents.

F) Applicant's Declaration

I confirm that:

- | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|
| • The information set out in this form is true, accurate and complete. | Yes | No |
| • I understand that the information supplied on this form will be held by Ara and kept confidential by the Ara selection panel and authorised staff of Ara. | Yes | No |
| • I understand that the decision of the selection panel is final and no correspondence will be entered into. | Yes | No |
| • If granted a scholarship, I give Ara permission to publish my name and photo as a scholarship recipient, and agree to participate in Ara marketing activities if required. | Yes | No |

Signature:

Date:

dd/mm/yy

I do not give my permission for Ara to contact me with promotional information.

Budget Form

Name _____

Date _____

When you are completing this budget form, please include all income sources, eg including your partner/spouse if applicable, and list the total expenses.

How many adults/children does this budget cover?

Adults _____

Children _____

HOUSEHOLD INCOME

Wages/salary
Income Support payments
Other income
Total income

	Monthly	Weekly
Wages/salary		
Income Support payments		
Other income		
Total income	\$	\$

TRAVEL COSTS

Fares (eg bus, train)
Petrol/fuel
Car insurance
Car registration
Car warrent of fitness
Car maintenance/repairs
Total travel costs

	Monthly	Weekly
Fares (eg bus, train)		
Petrol/fuel		
Car insurance		
Car registration		
Car warrent of fitness		
Car maintenance/repairs		
Total travel costs	\$	\$

GENERAL COSTS

Alcohol/cigarettes
Entertainment
Childcare
Hire purchase/s
Bank fees
Club fees/subscriptions
Donations
Fines
Court required payments
Other (please specify)
Total general costs

	Monthly	Weekly
Alcohol/cigarettes		
Entertainment		
Childcare		
Hire purchase/s		
Bank fees		
Club fees/subscriptions		
Donations		
Fines		
Court required payments		
Other (please specify)		
Total general costs	\$	\$

HOUSEHOLD COSTS

Rent/board
Mortgage
Groceries
Power
Gas
Phone (landline/mobile/internet)
Rental of goods
Rates
House maintenance
Household goods
Insurance (house/contents)
Total household costs

	Monthly	Weekly
Rent/board		
Mortgage		
Groceries		
Power		
Gas		
Phone (landline/mobile/internet)		
Rental of goods		
Rates		
House maintenance		
Household goods		
Insurance (house/contents)		
Total household costs	\$	\$

FAMILY COSTS

Child support payments
School fees/donations
School uniforms
Medical costs
Dental costs
Prescription costs
Pet registration
Veterinary fees
Clothes and shoes
Holidays
Gifts
Life insurance/superannuation
Total family costs

	Monthly	Weekly
Child support payments		
School fees/donations		
School uniforms		
Medical costs		
Dental costs		
Prescription costs		
Pet registration		
Veterinary fees		
Clothes and shoes		
Holidays		
Gifts		
Life insurance/superannuation		
Total family costs	\$	\$

	Monthly	Weekly
Total household income		
Total household costs		
Total travel costs		
Total general costs		
Total family costs		
Total household surplus/shortfall	\$	\$

Note: Figures on the budget advice form have been supplied by the student. Ara takes no responsibility for their accuracy.

COVID-19 Fund for Learners Scholarship Referee Report – Ara Tutor

**Current students should submit one Tutor Referee Report and one standard Referee Report.
If you are not a current student at Ara, please submit two standard Referee Reports.**

To be completed by the applicant.

Applicant's name

Date of birth

To be completed by an Ara tutor currently teaching this applicant.

Please score the applicant from 5 (high) down to 1 (low) to indicate your assessment of the applicant in relation to each of the qualities.

Personal qualities

	5	4	3	2	1	
Honest						Dishonest
Reliable						Unreliable

Interpersonal relationships

Relationships with peers	Friendly, supportive	Domineering or withdrawn
Relationships with people with authority	Open, constructive	Tense, defensive

Attitudes to work, study or community involvement

Perseverance	Appropriately persistent	Easily distracted
Acceptance of correction	Accepting questions appropriately	Resistant, defensive

Please add any comments that will differentiate this scholarship applicant in relation to suffering, deprivation or financial hardship due to the impact of the COVID-19 pandemic.

Signature:

Date:

Name:

Position:

Notes

The information and opinion provided in this report constitute "personal information" in terms of the Privacy Act 1993. The person about whom this information and opinion are provided (the applicant) is entitled to have access to this report under IPP6 and to seek correction of this report under IPP7. Information or opinion provided in this report may be disclosed under IPP11 to the applicant and members of the Selection Committee.

COVID-19 Fund for Learners Scholarship Referee Report



Supporting documentation to be supplied

Applicant

Date of birth

The above details are to be completed by the applicant.

Please see notes over page before completing this form.

Please score the applicant from 5 (high) down to 1 (low) to indicate your assessment of the applicant in relation to each of the qualities.

Personal qualities

	5	4	3	2	1	
Honest						Dishonest
Mature						Immature
Reliable						Unreliable
Well groomed						Untidy
Tolerant						Intolerant
Accepts responsibility						Avoids responsibility

Interpersonal relationships

Relationships with peers	Friendly, supportive	Domineering or withdrawn
Relationships with people with authority	Open, constructive	Tense, defensive
Consideration for others	Accepting, considerate	Self centred, judgemental
Communication skills with others	Effective, clear	Vague, inconsistent

Attitudes to work/study

Perseverance	Appropriately persistent	Easily distracted
Cooperation with others	Participative	Isolated
Application to work/study	Excellent	Poor
Acceptance of correction	Accepting questions appropriately	Resistant, defensive
Initiative	Motivated, appropriately independent	Awaits direction
Information seeking	Enquiring	Uninterested

General

If you have been the applicant's employer please describe the job/role the applicant was responsible for.

Please add any general comment about the applicant's performance at work/school.

What are the applicant's relevant strengths and qualities?

Do you consider the applicant able to undertake a flexible programme of study? Yes No

Please add any comments that will differentiate this scholarship applicant in relation to suffering, deprivation or financial hardship due to the impact of the COVID-19 pandemic.

Signature:

Date:

Name:

Position:

Address:

Relationship to applicant
(eg employer, teacher etc)

Notes

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