

SURNAME.....

Student I.D. Number.....



New Zealand Aid Programme Awards for Postgraduate Field Research



Application Checklist

Submit your application to the Scholarships Office of the University at which you are enrolled.

You must complete the application form and include all documents listed below and requested in the Award Regulations. Incomplete applications will not be considered.

Check that the application form is complete and the necessary documents are attached:

-
- Application Form pages 1 to 6.
- Certified copy of your tertiary academic record.
- Evidence of NZ citizenship or permanent residency (Photocopies of passport and permanent residence/visa if relevant).
- Supporting letter from your primary academic supervisor.
- Written evidence that the field research proposal for which this award is sought has gained Ethics approval from your university. *
- Written evidence that the field research proposal for which this award is sought has been accepted by an appropriate authority in the country/countries where the research is to be conducted. *
- The research proposal - a maximum of 3 pages, excluding references. **
- Your budget for the research and the support being sought in this award application.
- A statement, maximum 1 page **, addressing the selection criteria: contribution to development knowledge, contribution to development policy and practice, capacity to carry out the research. (see the Award Regulations).
- Your curriculum vitae - a maximum of 3 pages. **
- The Privacy Declaration.

* If approval/acceptance has not already been obtained you may still apply for an award. Should your application be successful you will need to provide evidence of approval/acceptance before any funds can be released.

** Pages beyond the maxima will be discarded.

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Application

Applicant Details

Full name
Mr/Miss/Ms/Mrs _____

Email Address _____

Secondary Email
Address _____

Mobile Phone Number _____

Address
Include Post Code _____

Phone Number _____

Are you a New Zealand citizen or Permanent Resident? (Please circle one) Yes No

Postgraduate Programme

At which university are you currently enrolled? _____

For which degree? _____

What is the field of your research? _____

Date of initial enrolment? _____

Expected degree completion date _____

Primary Academic Supervisor (to provide a letter of support)

Name _____

Position _____

Department _____

Email _____

Phone Number _____

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Application

Proposed Field Research

Title of Research _____

Country/Countries where research will be performed _____

Funds requested (Total from budget) **NZ\$** _____

Summary of proposed research - maximum of 50 words _____

Has your research proposal gained Ethics approval from your university? * Yes No

Has your research proposal been accepted by the destination country? * Yes No

* If approval/acceptance has already been obtained attach written evidence. If approval/acceptance has not already been obtained you may still apply for the award. Should your application be successful you will need to provide evidence of approval/acceptance before any funds can be released.

Research Location and Theme

From the Eligible Research Locations and Themes document identify the number of your planned research location and research theme:

Location _____

Research Theme _____

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Application

Field Research Proposal

Include your Field Research Proposal with this application.
(The maximum length is three pages excluding references).

Doctoral candidates are expected to show critical academic insight and to display key theoretical outcomes in their research proposal for the Award.

The Research Proposal must cover all the following areas:

1. background to the research.
2. review of relevant literature.
3. key questions to be explored/addressed.
4. proposed methodology.
5. analysis of relevant cross-cutting issues (gender, environment and human rights)
6. references used.

Field Research Schedule

Start date of field research	_____
End date of field research	_____
Number of weeks planned	_____
Planned completion date of your Masters/PhD	_____

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Application

Field Research Budget for this Award

Item	Origin / Route / Destination	Cost (NZ\$)
Costs covered by this Award:		
International airfares * - cheapest available economy.		
Domestic airfares * - within country of research. - cheapest available economy.		
Other domestic travel - specific bus, train, etc. - must be cheapest, safe and practical means of travel.		
	Number of days covered	Cost (NZ\$)
Travel and Health Insurance *		
Daily living allowance - NZ\$40 per day (as a contribution towards food, accommodation and other living costs).		
TOTAL		NZ\$

** Please provide quotes to demonstrate these expenses*

Other research costs not covered by this Award:

Item	Comment	Cost (NZ\$)

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Application

Other Funding for the Field Research

Give details of any other funding for which you have applied or which you have received to assist with the costs of this field research. Please state the amount of funding, the source of the funding and the expenses that will be covered with this funding:

Four horizontal lines for writing details of other funding for field research.

Other Funding for the overall Research Programme

Give details of any other funding for which you have applied or which you have received to assist with the costs of your overall Masters/PhD research programme:

Four horizontal lines for writing details of other funding for overall research programme.

Selection Criteria

Include with this application a statement addressing these selection criteria:

- 4 - potential of proposed research to contribute to development knowledge.
- 5 - potential of proposed research to contribute to development policy and practice.
- 6 - capacity of the applicant to carry out the proposed research and a demonstrated commitment to development.

(The maximum length for this statement is one page).

Curriculum Vitae

Include with this application your CV.

(The maximum length for the CV is three pages).

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Application

Declaration by the Applicant

I confirm that I will:

- repay the award in full if for any reason the field research is not completed.
- repay any funding received but not utilised in the course of the approved field research.
- notify Universities NZ if other sources of funding are secured, clearly indicating what the additional funding covers and ensuring that there is no duplication of funding for any costs or expenses.
- avoid any course of action or conduct which would reflect adversely on New Zealand and deal considerately with all those with whom I come into contact.

I have read and understood the Regulations for the New Zealand Aid Programme Postgraduate Field Research Awards and I agree to abide by them.

Signature _____

Date _____

Name _____

Universities New Zealand Privacy Declaration

I understand that:

- the information I have provided in this application form and in the attached documents will be used for the purposes of assessing my application.
- Universities NZ may obtain any personal information about me that is necessary to assess my application, including academic results from organisations such as NZQA.
- personal information contained in my application will be made available to members of the Selection Committee for this scholarship.
- in assessing my application members of the Selection Committee may use references received from any individuals that I have nominated.
- Universities NZ undertakes to store and dispose of my application in accordance with the Records Management policies and procedures of Universities NZ. No part of the application can be returned.

Should I have reason to believe that information held about me is incorrect I have the right of access to, and correction of, that information.

I acknowledge that any personal references from any persons I have nominated are obtained on the strict understanding that they are confidential and that I may not have access to those references through Universities NZ.

I agree to co-operate with any publicity for this scholarship and understand that such publicity may include material supplied with my application.

I, _____ agree to the above conditions in respect of this application.

Signed _____ Date _____