

The University of Waikato Doctoral Scholarship was established to support excellence in postgraduate research. No set number are available each year and the number awarded is dependent on the pool of funding available.

## 1. Purpose

To provide financial assistance to high-achieving candidates with an Offer of Place in an approved higher research degree qualification at the University of Waikato.

## 2. Eligibility, Selection Criteria and Application Process

### 2.1. To be eligible, candidates must:

- 2.1.1. be a New Zealand Citizen, New Zealand Permanent Resident, New Zealand Resident Class Visa holder, Australian Citizen/Permanent Resident domiciled in New Zealand, or an international student.
- 2.1.2. have submitted a complete [Application to Enrol](#) **and** have received an Offer of Place into a doctoral qualification at the University of Waikato (i.e., a Doctor of Philosophy (PhD), Doctor of Health Science (DHSc), Doctor of Musical Arts (DMA), Doctor of Juridical Science (SJD), or Part 2 of a Doctor of Education (EdD)<sup>1</sup>.
- 2.1.3. normally be seeking to obtain their first doctoral qualification.
- 2.1.4. normally be intending to study full-time at the University of Waikato (but see Clause 8.2 below).
- 2.1.5. not be employed by the University of Waikato. However, employment as a sessional assistant, or similar, may be permitted, provided the hours worked do not contravene Clause 5.

### 2.2. Candidates may only be considered a maximum of two times for a University of Waikato Doctoral Scholarship. This includes if nominated for reconsideration under Clause 2.5).

### 2.3. Selection is based on:

- 2.3.1. Academic merit: a minimum grade point average (GPA) of A- (calculated over the previous two years of full-time study) is required.
- 2.3.2. Other factors taken into consideration include: experience of applicant (e.g. prior research and work experience of relevance to the research topic; references; publications); knowledge of Mātauranga Māori and Pacific Knowledges; alignment with research priorities of the University/Divisions/Faculties/Schools and/or Research Institutes.

### 2.4. Applications are:

- 2.4.1. considered in four rounds each year in **late March, late June, late September, and late November** (see [PhD and Higher Research Degree Application Process](#) for more details timing, noting Clause 2.4.2.2). Applications are not considered outside these rounds.

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<sup>1</sup>Candidates enrolling in a EdD may apply for the [University of Waikato Taught Postgraduate Scholarship](#) for Part 1 of the enrolment. To be considered for a doctoral scholarship, candidates must be nominated for a reduced-tenure scholarship (see Clause 2.5).

- 2.4.2. considered only where candidates have:
  - 2.4.2.1. completed an [Application to Enrol](#) and indicate they want to be considered for a scholarship in their application to enrol.
  - 2.4.2.2. have received an Offer of Place in the doctoral programme in the three months prior to the selection round.
- 2.4.3. ranked by a sub-committee of the Faculty or Division.
  - 2.4.3.1. The University of Waikato [Scholarships Executive](#) considers the Faculty/Division rankings, and makes decisions on the number of Scholarship offers to be made in each round based on total available funding, ranking by the Faculty or Division, number of applications, and University strategic priorities.
  - 2.4.3.2. Ranking by a Faculty or Division will not necessarily result in a Scholarship offer, and in any one round a Faculty or Division may not have a Scholarship recipient.
  - 2.4.3.3. The Scholarships Executive's decision is final; no further correspondence will be entered into following the selection meeting.
- 2.5. Current doctoral candidates who have not gained a University of Waikato Doctoral Scholarship may, in exceptional circumstances, be nominated by their Chief Supervisor for consideration for a **reduced-tenure scholarship**, and will be considered in the same rounds as all other applications (as above).
  - 2.5.1. Nominated candidates will have reached [Confirmed Enrolment](#), and have already proven themselves to be outstanding doctoral scholars, e.g. they will have achieved a significant accomplishment such as a publication. Note: Preference will be given to candidates who are in their first year of full-time doctoral studies.
  - 2.5.2. The Chief Supervisor may nominate an eligible doctoral candidate through the online nomination form provided by the School of Graduate Research. Self-nomination by doctoral candidates is **not** permitted.
  - 2.5.3. Candidates may only be nominated once for consideration for a reduced-tenure Scholarship during their enrolment in the doctoral degree.

### 3. Awarding and ongoing eligibility:

- 3.1. Successful recipients:
  - 3.1.1. will be advised of the Scholarship outcome up to 8 weeks after receiving an Offer of Place in the Doctoral Programme.
  - 3.1.2. must accept the offer of a Scholarship within 28 days of the offer being made, or the offer will lapse.
- 3.2. In accepting the Scholarship, the recipient will:
  - 3.2.1. be deemed to have read, understood, and accepted these regulations, as well as the associated terms and conditions of the Scholarship, and the [Scholarships Policy](#).
  - 3.2.2. agree to participate in any publicity concerning the Scholarship arranged by the University of Waikato.
- 3.3. A Scholarship may only be taken up by a candidate who has formally completed the entry qualifications for, and enrolled in, a doctoral qualification.
- 3.4. The accepted Scholarship will remain valid as long as the associated Offer of Place or enrolment in the doctoral qualification is also valid.

- 3.5. If a recipient's circumstances change in a manner which may affect their continued eligibility for this Scholarship, they must inform their Supervisor and the Scholarships Committee immediately (via [scholarships@waikato.ac.nz](mailto:scholarships@waikato.ac.nz)). Any change of circumstances will be assessed on a case-by-case basis.

#### 4. Value and Tenure

- 4.1. The value of the **standard** Scholarship is:
- 4.1.1. A living allowance of **\$30,000** in total every 12 months, payable in monthly instalments for up to 36 months (three years) in total.
  - 4.1.2. The living allowance is paid on a pro-rata basis for approved part-time students.
  - 4.1.3. The **domestic** tuition fees for enrolment in the doctoral qualification during the tenure of the Scholarship; and
  - 4.1.4. The Student Services Fee.
- 4.2. Where an applicant has requested, or the Scholarships Executive has deemed it appropriate, a **fees-only** Scholarship may be offered. The value of a fees-only Scholarship shall normally be:
- 4.2.1. The domestic tuition fees for enrolment in the doctoral qualification during the tenure of the Scholarship; and
  - 4.2.2. The Student Services Fee.
- 4.3. Any additional costs such as medical insurance, moving costs, and research expenses must be met by other means.
- 4.4. The total tenure of the Scholarship will not exceed 36 months (three years) of full-time doctoral enrolment (or equivalent for part-time study).
- 4.4.1. For candidates enrolling in a DHSc, DMA, or SJD programme, the tenure of the Doctoral Scholarship will begin on the date that they commence their Part 1 DHSc, DMA, or SJD enrolment.
  - 4.4.2. For candidates enrolling in a EdD programme, the tenure of any reduced-tenure Doctoral Scholarship approved under Clause 2.5 will begin on the date that they commence their Part 2 enrolment EdD enrolment.
  - 4.4.3. Candidates may choose to commence their enrolment in the doctoral programme prior to being advised of the outcome of their first scholarship application. If awarded, the scholarship will be backdated to the start date of their enrolment.
- 4.5. If a recipient's [doctoral enrolment](#) ends during the Scholarship term, due to the recipient submitting their thesis for examination, or for any other reason<sup>2</sup>, the Scholarship will end from the same date as the end of the recipient's doctoral enrolment.

#### 5. Part-time Study, Employment, Suspension, and Holidays

- 5.1. The University of Waikato is committed to ensuring the wellbeing of its students. Thus, **full-time scholarship recipients:**
- 5.1.1. Are expected to undertake their doctoral studies full-time (i.e., 37.5 hours per week) and may take up to four weeks holiday each year (not including

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<sup>2</sup> For example, completion, withdrawal, or termination.

University and Public Holidays) without applying for suspension of their scholarship.

- 5.1.2. Are not permitted to undertake paid employment that exceeds an annual total of 500 hours (i.e., not work more than 6 days per week when combining doctoral studies and paid employment). Permission to exceed an annual total of 500 hours paid employment must be sought from the Scholarships Executive (via the [Scholarship Variation Request form](#)) and will only be approved in exceptional circumstances (e.g., where the work is part of the data collection).

## 5.2. Part-time scholarship recipients:

- 5.2.1. Recipients who have socially compelling reasons for enrolling in part-time study (e.g., illness, disability, parent or carer responsibilities) may apply to the Scholarships Executive for permission to retain the scholarship part-time. The recipient should submit a [Scholarship Variation Request](#) outlining the reasons for the request and providing appropriate evidence of the need to study part-time. These requests will be considered on a case-by-case basis.
- 5.2.2. During any period of part-time enrolment, the value, tenure, employment allowances and duration of a recipient's Scholarship will be adjusted on a pro rata basis.
- 5.2.3. Recipients will not be granted permission to hold this Scholarship on a part-time basis to undertake full-time paid employment or where combined days worked on doctoral studies and in employment exceed 6 days a week, or where annual holidays are forfeited.
- 5.2.4. Recipients are required to transfer to full-time enrolment if a change in their circumstances means they no longer qualify to hold the Scholarship part-time.

## 5.3. Suspension of studies

- 5.3.1. Scholarships may only be paid to enrolled students. This means that doctoral recipients on suspension are not eligible to receive any Scholarship funds for any reason. This includes suspension related to parental, medical or compassionate leave. In the cases of overpayment, the School of Graduate Research will work with the recipient to recoup the funds.

## 6. Co-tenure

- 6.1. The recipient may hold other awards that provide funds for research and/or conference purposes. However, recipients:
  - 6.1.1. may hold lower-value awards which also allow co-tenure, provided the combined value of all other awards does not exceed fifty percent of the living allowance of this Scholarship in any one year.
  - 6.1.2. must seek permission to retain both scholarships where one or multiple award(s) with a combined value higher than fifty percent of the full value of the living allowance of this Scholarship (which also allows co-tenure) have been attained. The recipient must apply to the Scholarships Executive (via [Scholarship Variation Request form](#)), providing adequate details.
  - 6.1.3. must relinquish their University of Waikato funded Scholarship if also offered a scholarship by a government sponsoring body, or a partner of the University (e.g., [China Scholarship Council \(CSC\) Scholarship](#)). In some cases, recipients may apply to the Scholarships Executive for permission to hold both scholarships concurrently via the [Scholarship Variation Request form](#).

6.2. These requests will be considered on a case-by-case basis.

## 7. Other Conditions

- 7.1. If a recipient is in receipt of a student allowance, another scholarship, or any type of financial assistance, it is their responsibility to check their entitlement to other income and any tax implications.
- 7.2. If a recipient's circumstances change in a manner which may affect their continued eligibility for this Scholarship, they must inform the Scholarships Executive immediately (via [scholarships@waikato.ac.nz](mailto:scholarships@waikato.ac.nz)). Any change of circumstances will be assessed on a case-by-case basis.
- 7.3. The Postgraduate Research Committee will provide advice and recommendations to the Scholarships Executive regarding Progress Reports of Scholarship recipients that identify performance that is below expectations.
- 7.4. The Scholarships Executive may terminate this Scholarship at any time, and recoup any funds disbursed, if the recipient:
  - 7.4.1. is not meeting expectations in their doctoral progress reports;
  - 7.4.2. is not following the approved programme of study; or,
  - 7.4.3. brings the University into disrepute<sup>3</sup>, or otherwise does not comply with the regulations governing the Scholarship.
- 7.5. The Scholarship recipient will have the right to appeal against any decision to terminate a Scholarship by writing to [scholarships@waikato.ac.nz](mailto:scholarships@waikato.ac.nz), who will forward the appeal to the Research Committee.
- 7.6. The University of Waikato may, from time to time, vary these regulations.

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<sup>3</sup> See the [Student Code of Conduct](#).