

NGATI WHAKAUE EDUCATION ENDOWMENT TRUST BOARD

TERTIARY GRANTS POLICY

Policy Name	Tertiary Grants
Policy No	0605
Date Written	3 August 2006
Review Date	December 2015
Date Ratified	26 April 2016
Signed (Chairman)	Mr Malcolm Short <i>ONZM</i>

1. PURPOSE:

- 1.1 To provide individual tertiary grants to assist with tertiary education and encourage academic achievement.
- 1.2 To set out procedures for annual tertiary grant applications and checking processes.

2. ELIGIBILITY AND VERIFICATION:

- 2.1 The Board will recognise only those Applicants, (including legally adopted children) who are:
 - Ngati Whakaue descendant of an original Owner in the Pukeroa Oruawhata Block; or
 - descendants of one or more of the 6 Koromatua of Ngati Whakaue;
- 2.2 Whangai will be considered in terms of the Board's [Whakapapa Policy \(2015\) Number 0611](#)
- 2.3 Whakapapa will be checked thoroughly.
- 2.4 Inconclusive whakapapa verification may result in applications being declined.
- 2.5 Applicants must be in an NZQA approved institution, or equivalent if studying overseas.
- 2.6 Programmes incurring no course fees (free courses) will not be eligible.
- 2.7 First year students are not eligible for grants. Exception will be for Post Graduate students returning to study after more than a 2 year gap, who will be treated as a 'Year 1' student for grant allocation.
- 2.8 Applicants are required to state their Ngati Whakaue Marae affiliation (see list below) and provide validation by a Marae Trustee. Failure to validate Ngati Whakaue Marae affiliation may mean applicant is not eligible for a grant. The Board may be able to assist applicants with this process.

Ngati Whakaue Marae (listed in online form)	
Whakaue Marae (Maketu)	Owhata Marae (Hinemoa Point)
Hurunga te Rangi Marae (Ngapuna)	Te Papaouru Marae (Tamatekapua)
Paratehoata/Te Kohea Marae (Tunohopu)	Te Kuirau Marae (Te Roro o te Rangi)
Te Koutu Marae (Tumahaurangi)	Waikuta Marae (Rangitunaeke)
Parawai Marae	Waiteti Marae

3. APPLICATION FORMS

- 3.1 Applications will only be considered on the official online application form. All applicants must also provide supporting documentation to the Secretary, Deloitte Rotorua, by closing date.
- 3.2 Applications will open by 25 January and close on the last working day in April annually.
- 3.3 Incomplete application forms may be rejected.

4. BUDGET AND GRANT ALLOCATIONS:

- 4.1 The Board will fix the amount available for Tertiary Grants in the annual Budget.
- 4.2 Grants will be allocated on the basis of year of study in the following proportions:
- | | |
|--------|---|
| Year 6 | 100% of the base grant |
| Year 5 | 66.67% |
| Year 4 | 50% |
| Year 3 | 33.33% |
| Year 2 | 26.67% |
| Year 1 | 20% (applicable to Postgrad only – refer 2.7 and 4.7) |
- 4.3 The Base grant will be adjusted up or down to reflect the maximum available allocation of grants each year relative to the number of accepted applications received.
- 4.4 A part time differential of 50% will be applied to all non full time courses. (A minimum of 6 University papers or 12 weeks fulltime study at a Polytechnic is required to constitute full time study for degree courses – this does not apply to Masters or post graduate studies)
- 4.5 A differential of 60% will be applied to applicants who are unable to whakapapa to an original owner in the Pukeroa Oruawhata block.
- 4.6 The Board reserves the right to review or decline applications of those who have in the opinion of the Board :
- (a) An unsatisfactory record of performance and/or
 - (b) Had sufficient financial assistance from the Board for Tertiary education.
 - (c) Long term students.
- 4.7 Year of study (for the purposes of 4.2 above)
- Second and subsequent degree programmes (excluding con-joint degrees) will be treated as a new programme of study, not as continuous study, and students must be in their 2nd year of the new programme of study to be eligible for a grant.
 - Postgraduate study – add cumulative years e.g. 1st year of Masters after 3 year degree = 4th year. Note – Years will not be cumulative if applicant has a break of more than two years between degree and postgraduate study. In this case postgraduate study will be treated as a new programme of study i.e. Yr 1 (refer 2.7)
 - Graduate Diploma - first year not eligible unless DIRECTLY related to undergraduate degree and credits carried through

5. CHECKING PROCEDURES:

- 5.1 Online application data will be collected by Zeo Software Ltd (website manager) and with access available to the Secretary's office as site administrator.
- 5.2 The Secretary will collate supporting documentation, complete initial check of all applications, undertake individual application processing in the online system, finalise spreadsheet data.
- 5.3 The Education subcommittee will review application data and determine which applications are to be recommended for acceptance, declining or referred for further whakapapa checking.
- 5.4 Where an applicant's whakapapa has been approved previously they will automatically be approved subject to their application meeting other criteria, and subject to the Board reserving the right to decline whakapapa at any time if information comes to the Board establishing that the applicant is not Ngati Whakaue in terms of Clause 2.1
- 5.5 All grant applications and payments must be approved by the Board.
- 5.6 Payments will only be made direct to applicant's bank accounts.

6. INCOMPLETE APPLICATIONS:

- 6.1 Applications that do not have accompanying documents or incomplete/unclear whakapapa may receive a letter requesting same after the closing date and will be subject to a 15% deduction in their grant amount.
- 6.2 Supporting papers may be sent via email but must be submitted in hard copy otherwise 15% penalty will be incurred.
- 6.3 The Board may at their discretion waive requirements for certified copies of documents where applications are complete in all other respects.

7. WHAKAPAPA CHECKS:

- 7.1 Whakapapa checks may be carried out by qualified Board members provided that complex Whakapapa checks shall be referred to an appropriate Ngati Whakaue Kaumatua for review
- 7.2 Reference to the share registers of Pukeroa Oruawhata Trust and Ngati Whakaue Tribal Lands Inc maybe a guide in checking, but whakapapa back to these registers shall not constitute conclusive evidence of eligibility.
- 7.3 If the information supplied in the application is insufficient to prove whakapapa to an original owner of Pukeroa Oruawhata block or to the 6 koromatua then the application may be declined.
- 7.4 The Board will have sole discretion in determining any eligibility/whakapapa issue.

8. DISCLOSURE.

- 8.1 The Board may use all information for statistical purposes.
- 8.2 The Board for publicity/promotional purposes may use individual information (including graduate profiles) relating to successful Applicants.
- 8.3 The Board is under no obligation to enter into any correspondence with any applicant.
- 8.3 The applicant must disclose any relationship to Board members.
- 8.4 The Board's decision on any application or interpretation matter is final.