

AUT SCHOLARSHIPS POLICY

1. PURPOSE:

To provide a framework for the development, administration and review of AUT Scholarships and Awards.

2. POLICY

The establishment and allocation of AUT-Scholarships will take into account the University's strategic objectives.

AUT funded scholarships will be awarded under an approved set of AUT scholarship regulations only.

Regulations for AUT Scholarships will be approved by the University Scholarships Committee and in place before a scholarship is advertised and/or an offer of scholarship is made.

AUT scholarships are administered through the AUT Scholarships Office.

An AUT Scholarship will be allocated on academic merit unless stated otherwise in the Regulations.

Recipients of AUT scholarships must be selected by the panel nominated in the Regulations. Any conflict of interest of a panel member must be declared prior to the selection process.

Recipients of an AUT Scholarship will normally be enrolled full-time, or be eligible to enrol full-time, in a qualification at AUT.

A Scholarship will be taken up in the year for which it is awarded. Requests for a deferral will be considered by the relevant Faculty Scholarships Committee and approved by the University Scholarships Committee.

A Scholarship may be suspended or deferred by the University Scholarships Committee for a maximum total period of twelve months; suspension normally coincides with a leave of absence from study.

An AUT Postgraduate Research Scholarship Contract will be in place prior to commencement of any postgraduate scholarship that includes a stipend valued at greater than \$15,000 per annum. The contract will support the conditions articulated in the Regulations.

The academic progress of the recipient of an AUT Scholarship will be monitored by University Scholarships Committee. The Committee may suspend or terminate a Scholarship, or forfeit a portion of the Scholarship or Award, if the recipient is not pursuing his or her programme of study, is found in breach of the General Academic Regulations of the General Academic Statute or the Council Discipline Statute, or has not complied with any the regulations of the Scholarship or Award or breached a term of the Contract.

AUT Scholarships are not considered to be employment. Employment by the University may be permitted under the Regulations of the Scholarship.

All Scholarships funded by AUT will be administered by the University Scholarships Office.

3. SCOPE:

This policy applies to any Scholarship funded by AUT contributing a stipend and/or fees contribution to a student enrolled at AUT.

4. DEFINITIONS

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

Scholarship:	A grant awarded to a student to support a course of study based on an approved set of regulations where the recipient is selected on merit or other defined criteria through a contestable process.
Stipend:	Funds provided on a regular basis for living expenses in respect of a student's enrolment to enable a qualification to be gained. Stipends are exempt from tax where they provide for full-time education of the recipient, and where no service is rendered (present or future) by the recipient to the funds provider.
Conflict of interest:	A conflict between the private interests and the official responsibilities of the person in a position of trust

5. RELEVANT LEGISLATION

- Tax Administration Act 1994

6. LEGAL COMPLIANCE:

7. RELATED PROCEDURES/DOCUMENTS

- AUT Scholarship Procedures

8. RESPONSIBILITY

The Faculty is responsible for ensuring that a Scholarship recipient is enrolled in a programme of study prior to receiving the Scholarship.

The AUT Scholarships Committee is responsible for the approval and review of all AUT funded scholarships.

A Faculty Scholarship Committee is a sub-committee of the University Scholarships Committee and is responsible for budget management and selection processes within the Faculty.

The Scholarships Office is responsible for administering advertising, application, renewal and payment processes.

The Scholarships Office is responsible for monitoring the academic progress of recipients in collaboration with the Faculty Scholarships Committee.

The Head of Scholarships is responsible for financial management of centrally managed scholarships.

The Faculty Scholarships Committee is responsible for the financial management of Faculty funded scholarships and awards.

9. DOCUMENT MANAGEMENT AND CONTROL:

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