

COFFEY PROJECTS PROPERTY SCHOLARSHIP 2012

Administered by Keystone New Zealand Property Education Trust

Application Form

Full name:

Address:

Birth date: Age:

Phone: () Mobile: ()

Email: Parents: ()

Parents address:

I was at the following schools for the periods named:

SCHOOL	DATE FROM	DATE TO
.....
.....

1. Which property related discipline have you been doing and intend implementing in the next academic year?
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2. Why?
3. Which educational institution have you attended and propose to attend next year?
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4. Provide full details of the course you propose to enrol for.
.....
5. Describe your interest in project management and how you may apply this to your career.
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6. In your own words describe two qualities you believe you possess which are special and how they will assist you in your study programme and your future. *(continue answer on next page)*
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Application Form continued

6. CONTINUED

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7. What makes you an outstanding candidate for this scholarship?

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8. What general activities and interests do you have?

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9. What are some of your most important achievements?

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All information given in support of this application is true and correct, and I confirm that I have read the terms and conditions of The Keystone – Coffey Projects Property Scholarship 2012 as attached hereto.

In making this application I consent to all personal information supplied by me to the Trust to be disclosed to the Trustees and to the employees of the Trust and to the members of the Trust’s selection panel.

Signed: Date: / /

This application must be lodged by 5.00pm on **10th October 2011** according to the regulations for the Construction Scholarship.

ACCOMPANYING THIS APPLICATION ARE:

- A certified copy of my academic record.**
- Two un-mounted photographs of myself.**
- References and recommendations from at least one of your lecturers and two other unrelated parties.**

Note: Do not send the information pages with application, only the first 2 completed pages.

PLEASE NOTE

You will be required to attend an interview at a place to be nominated by The Keystone Trust as part of the selection process. The cost of this travel if applicable will be reimbursed by The Keystone Trust

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Information

➤ The Keystone Coffey Projects Property Scholarship was established in December 2004 and is financed by Coffey Projects, New Zealand's leading specialist project management company.

Providing ongoing learning and challenge is a core value of the Coffey Projects who believe it is also a major factor in having a healthy property industry, one that can continue to attract and retain talented and motivated people. A healthy property industry then contributes to the economic and social well being of society at large.

The Recipient must use the award for study directly associated with the property industry in New Zealand. The qualification sought should fall within a recognised major discipline such as; architecture, engineering, valuation, quantity surveying, property management, construction management or real estate. It is applicable to applicants who have successfully completed some years of course work and either be in their penultimate year or final year.

The scholarship value of up to \$5,000.00 per annum (as determined by the Trustees), will be paid for each year in which the award applies toward fees and course costs and for accommodation as each term commences. The scholarship is available for up to two consecutive years as determined by the Trustees and Coffey Projects.

APPLICABLE TO

Applicants who have successfully completed some years of course work and either be in their penultimate year or final year, and who have an interest in Project Management.

ELIGIBILITY

New Zealand citizen or permanent resident of New Zealand.

FACULTIES

The University of Auckland	School of Architecture/Dept. of Property. Faculty of Engineering
Unitec	School of the Built Environment
Victoria University of Wellington	Faculty of Architecture/Design
The University of Canterbury	Dept. of Civil Engineering
WINTEC	School of Trades, Engineering and Construction
AUT	School of Engineering

VALUE

One scholarship on offer up to value of \$5,000.00 per annum for 1 or 2 years.

SELECTION PANEL

In considering grants of awards the Trustees will be advised by a selection panel comprising representatives of Trustees and representatives from Coffey Projects.

Closing date	10th October 2011
Application	By form

APPLICATION PROCEDURE

Applications must be completed by the Applicant on the prescribed form of application, and submitted by by 26 September 2008 to:

Postal address: The Secretary The Keystone Trust P O Box 1033 Auckland 1140	Courier address: The Secretary The Keystone Trust c/- Property Council Offices WHK Tower Foyer level 51-53 Shortland Street Auckland 1010
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Any enquiries should be made to Barbara@keystonetrust.org.nz or call 09 373 3120.

The Applicant may be invited to attend an interview with the Trust's selection panel. The selection panel will then make a recommendation to the Trustees as to the successful applicant(s), the amount of the Scholarship and the terms and conditions of the Scholarship.

The Trustees will have the sole and unfettered discretion to grant the Scholarship, and will determine in their discretion the scholarship to be offered to any successful applicant, and the amount and period of each scholarship, and the terms and conditions applying to each scholarship.

PROGRAMME FOR DETERMINING THE SCHOLARSHIP

Applications received	From 1 st September 2011
Closing date for applications	10 th October 2011
Scholarships announced prior to	1 st December 2011

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Terms and Conditions

PURSUANT TO THE PRIVACY ACT 1993 THE FOLLOWING IS BROUGHT TO YOUR ATTENTION:

This Application for The Keystone Trust – Coffey Projects Property Scholarship collects personal information about you.

The information is collected to evaluate your application for the Property Scholarship.

The intended recipient of the information is The Keystone Trust.

The information is being collected and held by The Keystone Trust.

The failure to provide this information prior to 10 October 2011, at which time the information you have provided will be used for consideration by the Selection Committee to nominate the recipient of the 2012 Scholarship, may result in your application for this Scholarship being declined.

You do have the rights of access to, and correction of, this information subject to the provisions of the Privacy Act 1993.

CONDITIONS

Successful applicants will be required to accept in writing an offer by the Trustees of the grant of the award upon the following conditions and such other conditions as the Trustees shall consider to be appropriate:

- (a) The applicant must continue to meet the eligibility criteria for the award.
- (b) The Recipient must not accept any other bursary, scholarship or financial assistance specifically related to the course without the approval of the Trustees provided that this shall not preclude the acceptance of any scholarship or bursary awarded by examination.
- (c) The Recipient must make full and continuing disclosure to the Trust of all other sponsors or sources of financial assistance in relation to his or her studies.
- (d) The course of study shall not be changed after the award is made without the approval of the Trustees.
- (e) The Recipient must agree to make available to the Trust results of all tests and examinations which count for year end results.
- (f) The Recipient shall submit written reports on the progress of the course of study at such intervals as the Trustees shall require.
- (g) The Recipient must complete his/her course of tuition without interruption. Failure to pass in any year or any decision to defer completion of the course of study or if the course of study is not completed in accordance with the conditions whether in whole or in part, the award shall be forfeited and any amounts advanced shall be refunded upon demand.
- (h) All publicity associated with the grant of the award to the Recipient shall be determined by the Trust and the Recipient shall make no announcement in respect of the award without the written approval of the Trust.
- (i) Recipient may be required to be present at the annual dinner of the Trust or to make available appropriate material for presentation.

OBLIGATIONS OF SCHOLARSHIP RECIPIENTS

The following guidelines outline the Trustees' expectations of Recipients of Coffey Projects Property Scholarship:

- (a) The Trust expects the Recipient will familiarise and have a good understanding of both the history and the objectives of the Trust and Coffey Projects to enable promotion of the Trust to others as called upon either in an official or unofficial capacity.
- (b) The Recipient is to provide to the Trust upon request a short report of results and general progress by the Recipient in his or her course of study at the end of each semester.
- (c) The Recipient is to provide to the Trust at the end the Recipient's course of study in each year:-
 - a comprehensive summary of the Recipient's results,
 - a short comment from a senior faculty member outlining the Recipient's academic and personal performance.
 - a personal review by the Recipient of the year, commenting on the highs and lows and any changes the Recipient is intending to implement in the next academic year (unless last year).
 - a summary of the Recipient's goals and plans for the next year, both academic and personal (unless last year).
- (d) Recipients of the Keystone Coffey Projects Property Scholarship are expected to act as ambassadors for the Trust and Coffey Projects.