



# Study Award Application Form 2021

Please read the Terms & Conditions at the end of this document before applying and complete ALL sections of this application form.

## Applicant details

### Name:

First Name(s)    Middle Name    Last Name

### Address:

Street Address

Street Address Line 2

Suburb

Post Code

City

### Phone Number:

Area Code    Phone Number

### Mobile Number:

Area Code    Phone Number

**E-mail Address:**

example@example.com

**Are you a NZ Citizen?**

Yes

No

**Are you a NZ Resident?**

Yes

No

To be eligible for a Keystone Trust Study Award, you must be a New Zealand citizen or permanent resident of New Zealand

**Which ethnic group do you belong to? Tick each option which applies to you?**

New Zealand European

Maori

Cook Islands Maori

Tongan

Samoan

Niuean

Chinese

Other Pacific Peoples

Indian

Other (Please state)

**If you identify as Maori, please state which iwi affiliations you have:**

**Do you have refugee status?**

Yes

Not applicable

**Parent/Caregiver's name**

First and last name

**Parent/Caregiver's Phone Number:**

Area Code Phone Number

**Parent/Caregiver's Address (if different from above):**

Street Address

Street Address Line 2

### **How did you hear about Keystone Trust?**

Facebook

Instagram

Through my teacher

Through my school principal

StudySpy

givMe

MoneyHub

Previous recipient told me about it

My parents or family member told me about it

## **Education Details**

### **Current School**

School Name

**Phone:**

**Who from your school recommended you apply? Please provide details - name, job title, email address)**

**Previous high school(s) attended (if applicable)**

**School 1:**

School Name

**Date from:**

**Date to:**

**School 2:**

School Name

**Date from:**

**Date to:**

**School 3:**

School Name

Date from:

Date to:

## Tell us about what you want to study

1. What qualification do you intend to enrol for (include major(s) if chosen)?

2. Why have you chosen this qualification?

3. Which tertiary provider do you propose/hope to attend?

4. Will you be the first in your immediate family (parents/siblings) to attend a tertiary provider?

Yes

No

5. If no, who in your immediate family attends/attended university? (Provide details of relationship and course studied)

# Tell us about you

**6. Please describe two qualities which are special to you, and how they will assist you in your study programme and your future.**

**7. Describe your interests and participation in extra-curricular activities e.g. community, sporting?**

**8. What are two of your goals? Tell us about them and how you are going to achieve them.**

**9. What difference will it make to you to receive this scholarship?**

## 10. What do you hope to gain from becoming part of the Keystone programme?

# Your financial details

The purpose of Keystone Trust is to support and enable students who are affected by financial need or adverse circumstances, to take up tertiary studies with the view to entering the property and construction sector. In order to understand applicant needs, we need to establish the financial position of the applicant and their parent's/caregiver(s) circumstances, together with any other information that you feel should be considered. Any information supplied in this question will remain confidential to the selection process and may be subject to a verification request by the Trust before any award is made. Please include approximate income of parents, number of siblings at home, housing situation (rent, mortgage, own outright, any investment properties). Please provide any documentation that would support this section.

## 11. Please list all costs you expect to incur in your first year of study:

### Course Fees

\$ Amount per year

### Accommodation

\$ Amount per year

### Course related costs eg. text books, materials etc.

\$ Amount per year

## **Travel**

\$ Amount per year

## **Other**

\$ Amount per year

### **12. Will you still attend tertiary study if you do not receive this scholarship?**

Yes

No

### **13. Have you applied for any other scholarship funding to help with your tertiary studies?**

Yes

No

**If yes, what have you applied for and when do you expect to hear the outcome?**

### **14. Do you have any plans to generate funds during your study? (ie. part-time work, family help, student loan)**

### **15. If you are currently working part-time, please provide details**



**16. Please detail the circumstantial and/or financial need that you believe would support this application?**

**17. Please provide details of your parent's or caregiver's current annual income**

Required information: income of first parent/caregiver. Income of second parent/caregiver. What is their occupation? Who is their employer?

**18. Please select the number of people living in your home with you**

1-3

4-6

7-9

10-12

13+

**19. What is your current housing situation - eg. is the home rented? What is the rent? Is the home owned? What is the mortgage owing?**

**20. Do your parents or caregivers have any investment properties or other financial interests? Please detail**

# Attachments

Please attach the following documents:

- Reference 1 - School principal from your current school. We require a written letter, please do not just give names or phone numbers for us to call, as we have many applications.
- Reference 2 - Employer, family friend, coach (not a relative). We require a written letter, please do not just give names or phone numbers for us to call, as we have many applications.
- Record of achievement years 11 and 12 and assessed subjects for 2020 (brief version only, showing subjects/grades)
- Your latest school report
- Please add files to support questions in the financial details section.

Consent:

- I hereby apply for a Keystone Trust Student Study Award.
- I confirm that all information given in support of this application is true and correct.
- I confirm that I have read the information and criteria applying to the Award and that I accept the Terms and Conditions applying to the Award.
- I confirm that I comply with the eligibility criteria applying to the Award.
- In making this application, I consent to all personal information supplied by me to the Keystone Trust being disclosed to the Trustees and to the representatives of the Trust and to the members of the Trust's selection panel.
- I authorise any of the Trustees or representatives of the Trust or the Trust's selection panel to contact any referees or people listed in my application.

## I agree and have read the Terms and Conditions:

Yes

## Signature

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## Date



Day Month Year

This application must be lodged by 5:00pm on 14 August 2020 according to the regulations for the Study Award Scholarship.

### PLEASE NOTE:

As part of the selection process you may be required to attend an interview on the 24th or 25th of September 2020 at a place in New Zealand to be nominated by the Keystone Trust.

# Information

On the 25 October 1994, the founding trustees signed a Trust Deed to create the Graeme Bringans Property Education Trust.

Graeme was a property developer who throughout his career had been a strong advocate of promoting opportunities for young people in the property industry, particularly those whose family, financial or other circumstances were such that their paths might be blocked. His dream was to establish a Trust dedicated to helping such young people find their pathways into one of the many aspects of the industry.

Unfortunately, Graeme died suddenly on 5 February 1994 at the age of 48 years. After his death, his widow Binty and a group of close friends and some professional colleagues resolved to make his dream a reality. The founding trustees raised the seed capital and put in place the structures which allowed the Trust to offer scholarships/Study Awards to students in a wide range of property-related disciplines.

As the Trust developed and expanded its activities, it became appropriate for a new name, and in November 2003 the name "Keystone New Zealand Property Education Trust" was adopted.

The Keystone Trust Study Award is one of the most significant study grants available to students studying property and construction-related courses. The Award not only includes financial assistance of \$5,000 per annum for a period of up to three years, but also offers mentoring and networking opportunities that are an invaluable part of a student's learning experience.

Currently 10 Keystone Trust Study Awards are presented each year to Year 13 secondary school students moving into tertiary study.

Our Study Award recipients gain exposure to employers through work experience opportunities, events and mentoring programmes, and by networking with some of the best companies in the sector. The Study Awards are open to students intending to study a property and construction-related degree at any New Zealand tertiary institution. Degrees considered include architecture, engineering, construction, urban planning, spatial design, quantity surveying, property management etc.

**SUPPORT:** A Keystone 'buddy' will be available to assist you with the transition from high school to tertiary study.

**MENTORING:** You will be assigned a mentor from the property and construction industry to help guide you through your tertiary studies, and possibly beyond.

## ELIGIBILITY

New Zealand citizen or permanent resident of New Zealand

## TERTIARY INSTITUTIONS

Any tertiary institution in New Zealand that offers qualifications related to the property and construction industry.

## VALUE

The Study Award is valued up to \$5,000.00 per annum (\$2,500 per semester as determined by the trustees), and will be paid for each year in which the Award applies, and is to be used towards fees, course costs and accommodation as each term commences. The Study Award is available for a period of three consecutive years, and may only be extended beyond this period if approved by the trustees, upon

application.

#### SELECTION PANEL

In considering whether to grant a Study Award, the Trustees will be advised by a selection panel comprising representatives of Keystone Trust and other members such as approved by the Trustees.

Closing date: 5.00pm, 14 August 2020

Application: Applications must be made on the approved Application Form - either downloaded or electronically submitted via the Keystone Trust website.

#### APPLICATION PROCEDURE

Applications must be completed by the applicant on the approved Application Form, and submitted by 5.00pm on 14 August 2020 to:

Courier address:

Keystone Trust, SAP Building, Level 8, 151 Queen Street, Auckland 1140

Postal address:

PO Box 142, Shortland Street, Auckland 1040

Any enquiries should be made to: [info@keystonetrust.org.nz](mailto:info@keystonetrust.org.nz) or call 09 375 7453.

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 applicant(s) and the terms and conditions of the Study Award.

The trustees will have the sole and unfettered discretion to grant the Study Award, and will determine the terms and conditions applying to each Student Study Award.

#### INTERVIEW PROCESS

As part of the selection process, you may be required to attend an interview on 24 or 25 September 2020, at a place in New Zealand to be nominated by the Keystone Trust.

## Terms and Conditions

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

This Application for a Keystone Trust Student Study Award collects personal information about you. The information collected to evaluate your application must be completed by the Applicant on the prescribed application form, either downloaded or electronically submitted via the Keystone Trust website, and submitted to Keystone by the closing date.

The Trustees will have the sole and unfettered discretion to grant the Study Award, and will determine the terms and conditions applying to each Student Study Award.

The intended recipient of the information is Keystone Trust.

The information is being collected and held by Keystone Trust.

The failure to provide the required information prior to 14 August 2020, at which time the information you have provided will be used for consideration by the selection panel to nominate the recipient of the 2021 Student Study Award, may result in your application for this Student Study Award 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 Study Award upon the following conditions and such other conditions as the Trustees shall consider to be appropriate:

- a) The Recipient must continue to meet the eligibility criteria for the Study 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 providing 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 Study Award is made without discussion and 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 Study Award shall be forfeited and any amounts advanced shall be refunded upon demand.
- h) All publicity associated with the grant of the Study Award to the Recipient shall be determined by the Trust and the Recipient shall make no announcement in respect of the Study Award without the written approval of the Trust.
- i) The Recipient may be required to be present at the Keystone Trust Award's Evening or to make available appropriate material for presentation.

#### OBLIGATIONS OF SCHOLARSHIP RECIPIENTS

The following guidelines outline the Trustee's expectations of Recipients a of 2021 Study Award Scholarship:

- (a) The Trust expects the Recipient will familiarise him/herself with, and have a good understanding of both the history and the objectives of the Trust so they can promote 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 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 this is their last year of study).
- (d) Recipients of the Keystone Study Award are expected to act as ambassadors for the Trust and will be required to attend events organised by the Keystone Trust throughout their time as a Keystone Study Award Recipient.

[www.keystonetrust.org.nz](http://www.keystonetrust.org.nz)