



THE CATHOLIC INSTITUTE
OF AOTEAROA NEW ZEALAND
Te Pūtahi Katorika ki Aotearoa

TCI SCHOLARSHIP POLICY

Purpose

The purpose of this policy is to clarify the rationale for awarding scholarships to TCI students, confirm the categories and amounts of scholarship funding available and detail the process for applying for and awarding scholarships.

Rationale

The New Zealand Catholic Bishops Conference (NZCBC), as a significant stakeholder and funder of TCI, wishes to ensure that, as much as possible, cost is not a barrier to those taking up the professional qualifications they need to support their ministry as teachers in Catholic schools, pastoral workers or leaders in Catholic organisations.

With the introduction of new qualifications in 2018, NZCBC has agreed to an enhanced scholarship scheme for students enrolling in study for qualifications through TCI. They wish to send a clear message endorsing study for professionally-relevant qualifications through TCI. They also wish to encourage a more diverse student mix and to provide targeted assistance to students in personal hardship or whose enrolment will place financial pressure on their sponsoring organisation.

Scholarship categories, value and eligibility

All students enrolling in a new Certificate or Diploma qualification from semester one in 2018 are eligible to receive an NZCBC **Mission scholarship**. The scholarship will be awarded as follows over the next three years:

Year	Scholarship per 10 credit points
2018	\$175
2019	\$100
2020	\$50

The scholarship is awarded following enrolment with TCI in an approved and registered qualification. It is open to all students enrolling in qualifications for credit, regardless of the source of funding for the enrolment fee.

In addition, some students may be eligible for an NZCBC **Common Good** scholarship. There are three categories:

- **Schools:** Groups of teachers from the same Catholic school enrolling at the same time, where the group represents 25 percent or more of the teaching staff at the school.
- **Diversity:** Students enrolling from under-represented groups, particularly Māori and Pasifika.
- **Hardship:** Students in situations of personal hardship.

For the **schools** scholarship, a fund of \$12,000 is available in 2019. The scholarship amount is \$40 per enrolment. Students from any diocese which fully funds teacher enrolment in TCI papers are not eligible for an NZCBC Common Good scholarship. Where the diocese part-funds teacher enrolment, the scholarship is calculated at 25 percent of the portion of the fee not paid by the diocese, up to a maximum of \$40 per enrolment.

For the **diversity** scholarship, a fund of \$5,500 is available in 2019. The scholarship is calculated at between 50 percent and 100 percent of the net cost per paper. Students awarded a diversity scholarship are required to pay the TCI administration fee.

For the **hardship** scholarship, a fund of \$5,500 is available in 2019. The scholarship is calculated at between 75 percent and 100 percent of the net cost per paper. Students applying for a hardship scholarship must complete a disclosure form summarising their financial circumstances in support of their application. Students awarded a hardship scholarship are required to pay the TCI administration fee.

TCI also offers an NZCBC **Promising Scholar** award. Valued at up to \$2,000 in 2019, the award is available to a current or former TCI student with strong academic performance and potential, for a course of study designed to build on or complete the vocationally-relevant qualifications they have already gained or are currently undertaking. The award may be offered to assist with study at another tertiary institution, where the study is clearly aligned with TCI's purpose.

Application process

Application for the NZCBC Mission scholarship is incorporated within the enrolment process.

The application form for the three types of NZCBC Common Good scholarship is available on the TCI website, through this link: => <http://www.tci.ac.nz/useful-forms>

Students must apply for an NZCBC Common Good scholarship at or prior to enrolment. In situations where funds are close to being fully committed, continuing students will be preferred over new students.

Potential candidates for the Promising Scholar award will generally be known to TCI academic staff. The Academic Dean is responsible for seeking nominations for the award from TCI academic staff, and deliberating with senior colleagues on whom to offer it to.

Approval process

Applications for the NZCBC Common Good Scholarship are taken on a first-come basis. The Head of Student and Business or the Registrar considers each application against the criteria, confirms the applicant's enrolment status and, for continuing students, their record of achievement with TCI. The Head of Student and Business or the Registrar then makes a recommendation to the Director to accept or decline the application. The decision is then conveyed by letter to the applicant, along with the conditions attached to the scholarship. Payment is made through a rebate on the fees invoice sent to each recipient.

Scholar expectations

TCI expects that recipients of any scholarship will apply themselves diligently to their study and keep up to date with classes and assignments. Applicants who are current or returning students should have a record of successfully completing papers in order to be considered for further scholarships.

The award of an NZCBC Common Good or Promising Scholar scholarship in any year does not guarantee that a future application for a scholarship will be successful.

Policy authorisation & review

The TCI Scholarship Policy is subject to the normal three-yearly review, although the total value and distribution of Scholarship funds is subject to annual review.

Review and approval is the responsibility of the TCI Academic Committee.

Revised: March 2019

Next review: March 2022