



BOFFA MISKELL LANDSCAPE ARCHITECTURE SCHOLARSHIP

REGULATIONS

1. Purpose

The Boffa Miskell Landscape Architecture Scholarship was established in 2018 as a replacement for the annual Boffa Miskell cash prize for the top final year Bachelor of Landscape Architecture student at Lincoln University.

This scholarship is awarded for the purpose of encouraging increased connection between the School of Landscape Architecture, the recipient and industry, and providing the recipient greater opportunities as they move toward entering professional practice.

2. Number/Value

One scholarship shall be awarded annually. The value of the Scholarship is currently \$2,500. In addition to this payment, the recipient may also have the opportunity to be considered for a work placement upon successful completion of their degree.

3. Eligibility

Applicants must:

- 3.1. Be full time students who are entering into their final year of an NZILA accredited degree in Landscape Architecture at Lincoln University.
- 3.2. Be a New Zealand or Australian citizen or a Permanent Resident, or an international student who has completed at least 2 years of full-time study in New Zealand. (Any international student must have the legal right to undertake work in New Zealand, both during study and following completion of the programme.)

4. Selection Criteria

The scholarship will be awarded based on the following criteria:

- 4.1. Academic Merit which is defined as achieving an overall course performance of B+ or above (GPA 6.0 or higher) at the end of Semester 1 in the 3rd year of the Bachelor of Landscape Architecture programme.
- 4.2. Submission of a selection of work from Semester 1 3rd year design paper.

5. Selection Committee

The scholarship shall be awarded based on the recommendation of a Selection Committee which shall comprise:

- 5.1. The Convenor of the Lincoln University Scholarships Committee (or nominee), and
- 5.2. The Head of the School of Landscape Architecture (or nominee), and
- 5.3. A representative from Boffa Miskell

The selection committee may request the applicant to attend an interview as part of the selection process.

The selection committee may refrain from making an award if it finds no candidate of sufficient merit.

The decision of the selection committee is final.

6. Tenure

- 6.1. The Scholarship is tenable for one academic year.
- 6.2. The scholarship may be tenable with any other scholarship, award or bursary, only with prior approval from the selection committee, and
- 6.3. Providing the regulations of that scholarship allow co-tenure.

7. Payments

The scholarship shall be made to the successful applicant in the form of a payment into the recipient's tuition fees account once fully registered for the 4th year of study in the Bachelor of Landscape Architecture programme.

8. Applications

Candidates shall submit applications by 30 September.

PRIVACY PROVISIONS

The information requested in this application form and your academic record will be used solely for the purposes of assessing your application for the Scholarship(s) for which you are applying. Personal information contained in this application will be made available to members of the Selection Committee for this award, the membership of which is detailed in the award regulations.

Lincoln University undertakes to store your application in a secure place in the event that you are successful in gaining an award or are selected as a reserve candidate for an award, and to destroy your application after a minimum of three months to preserve its confidentiality in the event that you are unsuccessful in gaining an award.

Should you have reason to believe that information held about you in either your application or your academic record is incorrect, you have the right of access to, and correction of, that information.

Personal references from the persons you have named are obtained on the strict understanding that they are confidential, and you may not have access to those reports without the written authorisation of the author. References will be stored for no longer than twelve months

I, agree to the above conditions with respect to my scholarship application(s) to Lincoln University.

Signed:..... Date:.....

ADVICE TO APPLICANTS

Applications must arrive by the date shown on the application form. No undertaking is given to accept late applications.

It is your responsibility to contact your referees, and ask them to send their references to the Scholarships Office. References should be clearly marked with your name and the name of the scholarship(s) for which you are applying. Referees should **not** be asked to send their references to you, as they must have the opportunity to be completely frank. Non receipt of referees reports or incomplete applications, may prejudice your eligibility.

Please do not send original birth certificates or other original documents. Send only copies that have been certified by a J.P, a solicitor, or a staff member in the university registry. **Unless specifically requested, please do not send curriculum vitae.** Lincoln University accepts no responsibility to return original certificates and curriculum vitae.

Please do not put your application into any sort of folder. Simply attach all pages with ONE staple in the top left hand corner. **All pages should be A4 size.**

If you have any queries regarding your eligibility or how to apply, please contact the Scholarships Office.



**BOFFA MISKELL LANDSCAPE ARCHITECTURE SCHOLARSHIP
APPLICATION FORM**

Student Information	
Family Name:	
First Name/s:	
Date of Birth:	
Postal address:	
Email address:	
Mobile number:	
Lincoln Student ID Number: <i>(if known)</i>	

Academic Information	
Course of Study at Lincoln including any majors or minors:	
Attach the following documents: - a brief statement of your goals and motivation for the scholarship - a CV or outline of personal achievements - a copy of design work	<input type="checkbox"/> Tick when attached
Please list any Academic Distinctions or awards:	

Financial Information

Financial assistance being received or expected: <i>(other scholarships, bursaries, awards, student allowances, etc)</i>	
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References

We require two confidential letters of reference for your application. One referee should be able to comment on your academic ability. One referee should be able to provide a character reference. Please ask your referees to email their letter directly to scholarships@lincoln.ac.nz	
Please provide the name, title, address, phone number and email address for your two referees:	
Referee 1:	Referee 2:

Declaration:

I declare that the information contained in and provided in connection with this application is true and correct. **I acknowledge that giving false or misleading information is a serious offence.**

Signature:	Date:

Please submit your application to the Lincoln University Scholarships Office no later than 30 September.

Candidates shall submit applications directly to the Scholarships Office via email.

Email: scholarships@lincoln.ac.nz

Phone: (03) 423 0000

Web: www.lincoln.ac.nz/scholarships