



## Inclusive Education Award APPLICATION FORM

STUDENT INFORMATION	
Family Name:	
First Name/s:	
Date of Birth:	
Postal address:	
Please provide evidence of New Zealand citizenship or permanent residency:	<input type="checkbox"/> (tick when attached)
Email address:	
Mobile number:	
Lincoln Student ID Number: (if known)	

ACADEMIC INFORMATION	
Secondary School Attended: (include years)	
Highest Secondary School Qualification: (i.e. NCEA, UE, A or B bursary)	
Secondary School Qualifications (please attach a copy of your results from year 12 if you are applying from school)	NCEA Level 2 record of learning if applying from school <input type="checkbox"/> (tick when attached)
Academic Distinctions:	
Programme of Study at Lincoln:	
List any other scholarships you currently hold.	

FINANCIAL INFORMATION	
Please indicate your intended means of financial support. Mark all boxes that apply	Student Allowance <input type="checkbox"/> Student Loan <input type="checkbox"/> Parental support <input type="checkbox"/> Part-time employment <input type="checkbox"/> Other (Please give details) <input type="checkbox"/>

<b>What is your disability, injury, or illness? Include information about how long you have had this condition.</b>
<input type="checkbox"/> <i>(tick when attached)</i>

<b>What barriers to study at Lincoln University do you face because of your disability, injury, or illness?</b>
<input type="checkbox"/> <i>(tick when attached)</i>

<b>How would the Inclusive Education Award reduce these barriers?</b>
<input type="checkbox"/> <i>(tick when attached)</i>

<b>How would you use the Inclusive Education Award? Please set out the costs of the items / services required.</b>
<input type="checkbox"/> <i>(tick when attached)</i>

<b>MEDICAL REQUIREMENTS</b>	
Your application must include a recent medical certificate or assessment from a health professional, such as a doctor, specialist, or psychologist. This document should provide evidence of your condition, the length of time that you have had that condition, and the barriers to study at Lincoln University that result from it.	<input type="checkbox"/> <i>(tick when attached)</i>

<b>REFERENCES</b>
Please request a confidential letter of reference to be sent directly to the Scholarships Office via email to <a href="mailto:scholarships@lincoln.ac.nz">scholarships@lincoln.ac.nz</a> . This referee should be able to provide a character reference for you and indicate the barriers you have to study.
Please provide the name, phone number and email address for your referee:
Referee details:

**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 via email.**

Email address: [scholarships@lincoln.ac.nz](mailto:scholarships@lincoln.ac.nz)

Phone: (03) 423 0000

## 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 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.

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.

If requested 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. Lincoln University accepts no responsibility to return original documents.

If you have any queries regarding your eligibility or how to apply, please contact the Scholarships Office on 0800 10 60 10 or [scholarships@lincoln.ac.nz](mailto:scholarships@lincoln.ac.nz).

## LINCOLN UNIVERSITY INCLUSIVE EDUCATION AWARD

The award was established in 2002 to assist students with a disability, injury or illness to manage their studies at Lincoln University.

### 1. Title

The award shall be known as the Inclusive Education Award.

### 2. Purpose of the award

The purpose of the award is to reduce barriers to studying at Lincoln University that the recipient may have otherwise faced. That purpose is to be achieved by assisting the recipient to meet costs of study and/or support costs related to a disability, injury or illness not fully met from other sources.

### 3. Eligibility

To be eligible for the Inclusive Education Award, a candidate must,

- 3.1. have had a disability, injury or illness, either congenital or acquired, for at least six months prior to making the application, and
- 3.2. be a New Zealand / Australian citizen or permanent resident, and
- 3.3. be eligible to be admitted into a programme of study at Lincoln University in the year following the application, and
- 3.4. register for a programme of study at Lincoln University in the year following the application. A programme of study includes any Certificate, Diploma, Bachelor degree, Honours degree, or Postgraduate programme at Lincoln University.

**Note:**

Candidates may include people with physical, sensory or learning disabilities, a mental health condition, long-term injury or illness.

### 4. Tenure

- 4.1. The award is tenable for one year.
- 4.2. Applicants may reapply provided they continue to meet the eligibility criteria.

## **5. Value of the Award**

The number and value of the awards available will be determined annually.

### **Note:**

Awards are paid out after the close of the last day to withdraw from study in the semester immediately following the announcement of the recipient.

## **6. Criteria for Selection**

The criteria for selection shall be:

- 6.1. the potential of the applicant to complete successfully the Lincoln University programme for which they have enrolled, and
- 6.2. the extent to which the applicant may experience barriers to studying at Lincoln University due to a disability, injury or illness, and
- 6.3. the extent to which the award may reduce those barriers when used for a specific purpose such as:
  - 6.3.1. the purchase of assistive technology
  - 6.3.2. the purchase of other support measures
  - 6.3.3. gaining access to relevant medical treatment
  - 6.3.4. the purchase of learning aids.
- 6.4. The selection panel may take into account the extent to which funding from other sources may be available to assist the applicant to study at Lincoln University when selecting the recipient(s) of the award.
- 6.5. The selection panel may give preference to candidates who receive less assistance from other sources.
- 6.6. The selection panel may take into account the ability of Lincoln University to support the needs of an applicant when selecting the recipient of the award.
- 6.7. The selection panel may refrain from making an award in any year if, in its opinion, no suitable candidates have applied.

## **7. Co-Tenure**

The award may be held with any other bursary, scholarship, prize or fellowship unless the conditions of the other award preclude it.

## **8. Support Services**

Recipients of this award must register with Inclusive Education at Lincoln University if they have not already done so.

## 9. Award Selection

The recipient(s) of the award will be named by the Vice-Chancellor on the recommendation of a selection panel comprising,

- 9.1. The Convenor of the Scholarships Committee,
- 9.2. the Inclusive Education Co-ordinator, and
- 9.3. the Director of the Student Health and Support Services, and
- 9.4. the Scholarships Advisor, or
- 9.5. their nominated representative(s).

## 10. Application Forms

Application forms are available from the Scholarships website and Inclusive Education.

We encourage you to seek advice on completing the application form from the staff at Inclusive Education or the Scholarships Office.

**The completed application form will be the primary basis for selection of the award.**

Contact details for Inclusive Education are:

Phone. : 03 423 0092  
Email : [inclusive@lincoln.ac.nz](mailto:inclusive@lincoln.ac.nz)  
Physical location: Hudson Hall, south end, Room 005

Note: Applications close on 30 September each year for the following year of study.

**Applications should be emailed to the Scholarships Office:**

Email address: [scholarships@lincoln.ac.nz](mailto:scholarships@lincoln.ac.nz)