

2011 Student Study Award Application Form

6. What level of income do you plan to generate in the course of the first year? (ie. student loan, holiday employment, family assistance)?

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7. The Keystone Trust objectives are in place to assist those students with high ability, with challenging social and or economic circumstances, to achieve within the property industry. In order to do this we need to establish in broad terms the financial position of the applicants and the caregiver/s to the applicants and any special circumstances that you may feel are worthy of consideration. Are there any special circumstances for financial support that you believe may support your application? Any information supplied in this section will remain confidential to the selection process and may be subject to a verification request by the Trust before any award is made.

Note: If you are unable to fit your response in this space please continue it on an A4 page and attach.

.....

8. In your own words describe two qualities you have which are special and how they will assist you in your study programme and your future.

Note: If you are unable to fit your response in this space please continue it on an A4 page and attach.

.....

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.

Signed: Date: / /

ACCOMPANYING THIS APPLICATION ARE:

- A certified copy of my academic record** (brief version preferred)
- A signed statement of my general interest, activities and my goals and aspirations**
- One unmounted photograph of myself**
- Reference from my School Principal and two other references** (not relatives, eg. employer, family friend, coach)
- Any extension of my answers to the information to the questions 7 and 8 above**

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

PLEASE NOTE

As part of the selection process you may be required to attend an interview at a time and place in New Zealand to be nominated by the Keystone Trust. The Keystone Trust will arrange for any necessary air travel and airport transfers, or pay towards cost of car travel (petrol).

KEYSTONE NEW ZEALAND PROPERTY EDUCATION TRUST

2011 Student Study Award Information

➤ INFORMATION FOR STUDENT STUDY AWARD APPLICANTS

BACKGROUND

1. The Keystone New Zealand Property Education Trust (also known as the Keystone Trust) is a charitable trust, established in 1994.
2. The prime purpose of the Keystone Trust is to assist with funding for tertiary education of students from challenging social and/or economic circumstances seeking to complete a degree directly associated with the Property industry, through the grant of student study awards known as the Keystone Trust Student Study Award. This application is for the Keystone Trust Student Study Award.
3. The Keystone Trust also administers property related scholarships
 - Bayleys Keystone Trust Student Study Award for final year students, Department of Property, University of Auckland
 - Coffey Projects Keystone Trust Student Study Award for property related students, final year at a New Zealand tertiary faculty
 - Westfield Keystone Trust Student Study award for property related students (eg. Valuation, Property Management) in second to last or final year at a New Zealand tertiary faculty
4. The awards to be offered in any year shall be determined by the Trustees in their absolute discretion.

SHORT FORM DESCRIPTION OF THE KEYSTONE TRUST STUDENT STUDY AWARDS

5. The prime purpose of the Keystone Trust is to assist with funding for tertiary education of students from challenging social and/or economic circumstances seeking to complete a degree directly associated with the Property industry, through the grant of student study awards known as the Keystone Trust Student Study Award. This application is for the Keystone Trust Student Study Award.
6. The Keystone Trust Student Study Award currently provides financial assistance of up to \$25,000 for each successful applicant, with payments of \$5,000 per annum for up to five consecutive years. The actual amount and term of an award is determined by the Trustees on a case by case basis.
7. The Keystone Trust Student Study Award also provides successful applicants with access to mentoring and exposure to key industry participants, often providing holiday jobs or experience and/or employment opportunities upon completion of their course, where possible.

ELIGIBILITY

8. Applicants must be either New Zealand citizens or permanently residing in New Zealand.
9. Applicants must show a high level of academic ability and written communication skills.
10. Applicants will be expected to demonstrate a significant level of financial or circumstantial hardship to accord with the purposes of the Keystone Trust Student Study Award.
11. The Applicant's course of study must be directly associated with the property industry in New Zealand. The qualification sought should fall within a recognised major discipline such as (but not limited to) architecture, engineering, valuation, quantity surveying, property management, construction or real estate.

APPLICATION PROCESS

12. Applicants must meet the eligibility criteria above and have completed and submitted the application form by the closing date for applications.
13. The Applicant may be invited to attend an interview with the Trust's selection panel, which may comprise representatives for the Keystone Trust, and representatives of any of the Real Estate Institute of New Zealand Inc., the Property Council of New Zealand, the New Zealand Institute of Quantity Surveyors, the New Zealand Institute of Architects and the New Zealand Property Institute and key sponsors.
14. The selection panel will make a recommendation to the Trustees as to the successful applicant(s), the amount of the award and the terms and conditions of the award(s).
15. The Trustees will have the sole and unfettered discretion to grant awards, and will determine in their discretion the award to be offered to any successful applicant, and the amount and period of each award, and the terms and conditions applying to each award.

SUBMISSION OF APPLICATIONS

16. Applications must be completed by the Applicant on the official application form, and submitted to:
The Secretary, The Keystone New Zealand Property Education Trust, P O Box 1033, Auckland 1140
by the closing date for applications.
17. The closing date for applications is: **3rd September 2010**

PROGRAMME FOR DETERMINING THE AWARD

18. The indicative programme for the process of determining awards is as follows (but is not binding upon the Keystone Trust):

Applications received	From 19th July 2010
Closing date for applications	3rd September 2010
Grants announced by	1st December 2010

Payment of grants to successful applicants are made in February and July of the following and subsequent years.

KEYSTONE NEW ZEALAND PROPERTY EDUCATION TRUST

2011 Student Study Award Information

▾ 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/or such other conditions as the Trustees may determine as appropriate:

- (a) The Recipient 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, may result in the award being forfeited and any amounts advanced being refunded upon demand, at the discretion of the Trustees.
- (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) The Recipient may be required to be present at the annual event of the Trust or to make available appropriate material for presentation.

OBLIGATIONS OF STUDENT STUDY AWARD RECIPIENTS

The following guidelines outline the Trustees' expectations of Recipients of a Student Study Award.

- (a) The Trust expects the Recipient will familiarise and have a good understanding of both the history and the objectives of the Trust 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.
- (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.
 - a summary of the Recipient's goals and plans for the next year, both academic and personal.
- (d) Recipients of the Student Study Award are expected to act as ambassadors for the Trust.

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

This Application for The Keystone Trust Student Study Award collects personal information about you.

The information is collected to evaluate your application for the Student Study Award.

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 the closing date for applications, at which time the information you have provided will be used for consideration by the Selection Committee to nominate the recipients of the Student Study Award, may result in your application for the 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.

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