# Application form
for Diverse Ministry Educator Scholarship
from the Presbyterian Development Society Aotearoa New Zealand (Inc.)

## Personal Details

Name
Residential address
Phone number
Email

Are you tangata whenua or tangata moana (Pasifika)?
Yes/no

What is your gender?

Are you an ordained minister in the PCANZ?
Yes/no

How many years ministry experience have you had in a Presbyterian or Cooperating Venture context?

## Details of your course

- Who is the provider of your course?
- What is the course you plan to do and what level is it (e.g. doctorate, masters, postgraduate diploma)?
- Have you been accepted into the course?
- When will your studies begin?
- Assuming you are studying full time, how long are your studies likely to take?

## Confirmation

- I am a member of a Presbyterian Church in the PCANZ or a Cooperating Venture with links to the PCANZ.
  Yes/no
- I plan to complete my course full-time.
  Yes/no
- I have attached a short letter explaining which course I would like to do and why I would like to do it.
  Yes/no
- I have attached my CV
  Yes/no
- I have attached proof that I have been accepted for my course and of the start date of the course (this can simply be an email)
  Yes/no
- I understand that I am required to submit a semesterly report on my progress to PDS from my supervisor/lecturer/course coordinator and that, if there are significant issues raised about my progress, my scholarship may be reviewed.
  Yes/no

- I am not receiving any other scholarships or bursaries for my living costs (scholarships for course fees are unrelated to your application for this scholarship).
  Yes/no

Declaration

I confirm that the information contained in this application, and any supporting information supplied, is true and correct and without material deficiency.
Yes/no

I accept the Terms and Conditions (as stipulated below).
Yes/no

Signature
Printed name
Date

## Terms and Conditions of the PDS Diverse Ministry Educator Scholarship

This document outlines the terms and conditions ("**Terms**") for the Diverse Ministry Educator Scholarship ("**Scholarship**") provided by the Presbyterian Development Society Aotearoa New Zealand Incorporated (the "**Provider**"). By accepting the Scholarship, you (the "**Recipient**") agree to be bound by these Terms.

1. Eligibility

1.1 Applicants must be ministers of the Presbyterian Church of Aotearoa New Zealand (PCANZ) who are tangata whenua (Māori) or tangata moana (Pasifika), or are women, unless approved otherwise by the Provider at the Provider's discretion.

1.2 The Recipient must be, and remain, enrolled in an approved postgraduate theological course of study ("**Course of Study**") at a recognised educational institution at an enrolment status (e.g., full-time or part-time) agreed in writing with the Provider.

2. Application Requirements

2.1 Applications must be received by the specified due date (30 April and 31 October each year). Late applications will not usually be considered, but the Provider may do so at its discretion.

3. Nature of the Scholarship

3.1 The Scholarship is an ex gratia payment made from a charitable fund to support the Recipient's educational development and is not a payment, reward, or remuneration for services.

3.2 These Terms do not create an employment relationship between the Recipient and the Provider. The Recipient is not an employee, agent, or contractor of the Provider and is not entitled to any benefits or entitlements associated with employment.

## 4. Scholarship Value and Payment

4.1 The Scholarship value for full-time study is equivalent to a National Ordained Ministry (NOM) intern's bursary (currently $47,000 per annum) (the "Scholarship Value").

4.2 If the student is not studying full-time, the scholarship is pro-rated and is calculated using the PCANZ Unit System for allocating time. One unit is generally defined as one morning, one afternoon, or one evening. A full-time week is assumed to be 12 units or approximately 48 hours.

4.3 The Scholarship is paid to the Recipient on the basis that it constitutes exempt income under section CW 36 of the Income Tax Act 2007 as the Scholarship is for attendance at an educational institution. This statement is based on the Provider's understanding of current New Zealand tax legislation and is not a substitute for professional tax advice. The Provider makes no representation or warranty regarding the Recipient's personal tax position. The Recipient is solely responsible for their own tax compliance and is strongly advised to seek independent advice from a qualified tax advisor.

4.4 The Provider may adjust the Scholarship Value from time to time by providing the Recipient with at least one month's written notice.

4.5 The Scholarship will be paid in monthly instalments to the Recipient's nominated New Zealand bank account. The first payment is normally deposited at (or close to) the beginning of the Course of Study. The Provider may require proof of continued enrolment and eligibility before releasing any instalment payment.

## 5. Expectations of the Recipient

5.1 The Recipient agrees to respond to reasonable requests from the Provider to represent the Provider and the Scholarship. This may include, but is not limited to, contributing to publications, speaking at events, or providing testimonials.

5.2 The Recipient must declare all other scholarships, bursaries, or grants they are receiving for living costs at the time of application, and must promptly disclose any such awards received during the tenure of this Scholarship.

5.3 The Recipient shall use the Scholarship funds exclusively for:

(a) tuition fees for the Course of Study; and

(b) reasonable living expenses incurred while undertaking the Course of Study

5.4 This Scholarship may not normally be held concurrently with other scholarships or bursaries awarded for the purposes of living costs. The decision to grant the scholarship concurrently with another scholarship is solely at the discretion of the Provider.

5.5 Within two months of a semester ending, the Recipient must provide the Provider with a report from the Recipient's supervisor or course coordinator

confirming that the Recipient is making satisfactory academic progress towards the completion of the Recipient's course.

5.6 The Recipient must immediately notify the Provider in writing of any change in circumstances that may affect their eligibility for or continuation of the Scholarship, including (but not limited to) a change in enrolment status, withdrawal from the Course of Study, or the receipt of another scholarship for the same costs.

5.7 The Recipient must conduct themselves in a manner consistent with the values of the Provider and the PCANZ.

5.8 These expectations are material terms. Failure to meet with any of these expectations may result in the review of the Scholarship, which may have a range of consequences including, but not limited to, the suspension, or termination of the Scholarship at the Provider's sole reasonable discretion and the exercise of the Provider's rights under clause 8 (repayment obligation).

## 6. Reporting, Media and Privacy

6.1 Upon the completion of the Course of Study, the Recipient will provide the Provider with a report and related images concerning the Recipient's study.

6.2 The Recipient grants the Provider, and its related entities, a perpetual, royalty-free, worldwide, non-exclusive, irrevocable license to collect, store, publish, distribute, and use the report and images for various purposes related to the Provider's mission, including its reasonable reporting, fundraising, and promotional purposes (including but not limited to publications, websites, and fundraising materials).

6.3 The Recipient consents to the collection, storage, and use of the Recipient's personal information, photos, reports, and written stories relating to the activity or purpose that the Scholarship is granted for, and in accordance with these Terms and the Provider's Privacy Policy.

## 7. Variation

7.1 The Provider reserves the right to vary these Terms at any time by providing at least 30 days' written notice to the Recipient. If the Recipient is not willing to accept the varied Terms, they may terminate the Scholarship agreement by notifying the Provider in writing before the changes take effect, and no repayment will be sought for funds already paid.

## 8. Repayment Obligation

8.1 The Recipient may be required to repay all, or a pro-rata portion of, the Scholarship funds received in the current academic year if:

(a) the Recipient withdraws from their Course of Study;

(b) the Scholarship is terminated by the Provider due to a material breach of these Terms by the Recipient; or

(c) the information provided by the Recipient in their application is found to be false or misleading

8.2 The amount of any repayment will be determined by the Provider at its reasonable discretion, taking into account the circumstances of the withdrawal or breach.

## 9. Termination

9.1 The Provider may, at its discretion, suspend payments or terminate this agreement with immediate effect by written notice to the Recipient if the Recipient:

(a) fails to meet the expectations set out in clause 5;

(b) uses the Scholarship funds for a purpose other than those specified in clause 5.3;

(c) ceases to be enrolled in their Course of Study or fails to maintain the agreed enrolment status without prior written consent from the Provider;

(d) is found to have provided false or misleading information in their application;

(e) commits a material breach of these Terms; or

(f) engages in conduct that, in the reasonable opinion of the Provider, brings the Provider or the PCANZ into disrepute.

9.2 Upon termination, the Recipient will no longer be entitled to receive any further payments.

## 10. Dispute Resolution

10.1 Should any dispute arise between the Recipient and the Provider concerning this Scholarship, both parties agree to first attempt to resolve it in good faith through direct negotiation. If the dispute cannot be resolved within 21 days, the parties agree to engage in mediation before commencing any legal proceedings.

## 11. General Provisions

11.1 Entire Agreement: These Terms constitute the entire agreement between the parties and supersede all prior communications.

11.2 Governing Law: This agreement is governed by the laws of New Zealand, and the parties submit to the non-exclusive jurisdiction of the New Zealand courts.

11.3 Relationship: Nothing in these Terms shall be deemed to place the parties in the relationship of employer-employee, agent, or partner.

11.4 Counterparts: This agreement may be executed in one or more counterparts, including by electronic signature, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

11.5 No Waiver: No failure or delay by a party to exercise any right or remedy provided under these Terms or by law shall constitute a waiver of that or any other right or remedy, nor shall it prevent or restrict the further exercise of that or any other right or remedy.

11.6 Notice: Any notice or other communication required or permitted to be sent under this agreement shall be in writing and shall be sent by email to the addresses set out in the Recipient's application form or as otherwise notified by a party in writing. A notice is deemed received if sent by email, on transmission to the correct email address without a delivery failure notice.

11.7 Severability: Should any provision of these Terms be held to be void, invalid, unenforceable, or illegal, the remaining provisions of these Terms shall not be affected and shall continue in full force and effect.