



**GOVERNMENT OF TOKELAU
SCHOLARSHIP SCHEME**

**APPLICATION FOR ACADEMIC STUDIES
SCHOLARSHIP**

2025

FORM 1

To be used by eligible applicants who are in Employment

Applications close on 30th November 2024

Applications are to be forwarded to the Department of Education, Apia Office, SAMOA before 4.00pm on the stated deadline. E-copies can be emailed to Wong Chiu Tuipoloa wong.tuipoloa@tokelau.org.nz, copying Elaine Lameta elaine.lameta@tokelau.org.nz.

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SECTION 1: PERSONAL DETAILS

Eligibility

The Government of Tokelau Tertiary Study and Post School Education Scholarships is offered to applicants who meet the criteria for eligibility as noted in the Scholarships Policy.

Write your responses or tick the suitable answer in the provided spaces. You must complete all applicable sections

Which of the following eligibility criteria applies to you? Please tick the circle next to the criteria.

- A New Zealand citizen of Tokelauan descent living in Tokelau.
- A permanent resident (PR) in Tokelau
- Tokelauans living overseas but must first reside in Tokelau for a year. Their application should be done within this one-year period while in Tokelau

Note: Persons are deemed living in Tokelau or residents of Tokelau if they are personally present in Tokelau for a period of one year or more at the time of application. The exceptions are children of Tokelau Public Service employees located outside of Tokelau to carry out their roles. All applicants in this category must hold a NZ passport or have dual NZ citizenship

Those of Tokelau descent who are citizens only of other countries by virtue of the passports they hold, for example, an American national, incur international fees at overseas tertiary institutions. As such, their applications will be viewed in light of their non-NZ citizenship status.

Biodata

First name: _____ Surname: _____
(Names as in passport/ Birth certificate)

Date of Birth: ____/____/____ Gender: _____

Ethnicity: _____ Nationality: _____

Passport Number: _____

Date of issue: ____/____/____

Expiry date: ____/____/____

Marital Status _____

Number of dependants (Dependants include your spouse or partner, and children aged 19 years or younger.

(SECTION 1 continues)

Residency

Village/ Atoll in Tokelau: _____

Place of usual residence (IF not the same as the above): _____

If applying under PR residency, **provide a certified copy of your PR Certificate.**

Tick the circle if provided

Number accompanying student to country of study

If your application is successful for studies outside Tokelau, how many dependants would accompany you to country of study? _____. Note policy supports two adults and up to 3 dependant children

List them in order by age.

Name	Age	Gender	Relationship

Contact

Email: _____ Phone (home): _____ Mobile _____

SECTION 2: MEDICAL BACKGROUND

Applicant with Disability

Declare in writing if you have a Disability, noting the details and special assistance you require

Disability and other details:

General

Do you have other medical conditions that require special medical attention and support?

Yes No

If yes, please specify the medical condition (s)?

Are you taking special medicine for the named condition (s)? Yes No

If Yes, state their names

Please attach the most recent Medical Report (within the last month). Tick if provided

SECTION 3: CRIMINAL CLEARANCE

Have you ever been referred to the courts for breaches of the law, or village by-laws? Yes No

If Yes, briefly explain reason/s and outcome/s.

Have you ever been convicted of a criminal offence? Yes No

If Yes, briefly explain, and state the country the offence was committed

Are you currently under investigation or a part of an ongoing investigation? Yes No

If Yes, Elaborate:

Provide

(1) A clearance letter from the Office of the Law Commissioner

(2) a police report (within the last 3 months).

SECTION 4: ACADEMIC BACKGROUND

Prior Education

You must attach **certified copies of all official results** (e.g., academic transcripts, completion certificates) to this application form. Include the grade assessment schedule used at each institution the qualifications and transcripts were attained from. List the most recent qualification first.

Name of educational institution	Location (city and country)	Years attended		Qualifications	Major subjects
		From	To		

SECTION 5: EMPLOYMENT

This section covers your work history and current work situation.

Most recent Previous employment

Respond only if this applies

Most recent position held: _____

Start date: ____/____/____ End date: ____/____/____

Name of employer/ organization: _____

Briefly describe your duties / responsibilities:

Currently Employed

Current or Most Recent Position: _____

Start date: ____/____/____ End date: ____/____/____

Name of employer/ organization: _____

Address of employer/ organization: _____

Briefly describe your duties / responsibilities:

Employment following scholarship

Will you return to your job after your study? Yes No

If you answered **No**, please elaborate

Attach an up-to-date curriculum vitae (CV) and at least 2 reference letters (within the last 6 months) to this application.

SECTION 6: PROPOSED STUDY

Applicants for a scholarship who are currently in employment are expected to

- (a) Have applied for placement prior to applying for a scholarship, and had received, or is awaiting an outcome for placement: and
- (b) Engage in programs and Fields of study that relate directly to Tokelau's Priority Areas for Development.

Program / qualification levels

Tick the level applying for

Certificate Advanced Certificate Diploma Advanced Diploma Degree

Post Graduate Certificate Post Graduate Diploma Master

PhD/ Doctorate Other (please state): _____

Write the name of the qualification, and major, if you know, for example, Diploma Midwifery, or Bachelor of Commerce majoring in Accounting

Program composition/ Delivery mode

Fully Online Face to face only Mix (online/ face to face)

Placement

Have you applied for placement?

Yes No

If answered YES, which Academic institution/ University did you apply to?

Institution: _____

Country: _____

What is the outcome of your application for placement to date?

Accepted Declined unknown

Which of Tokelau's development priorities are you applying under? Tick the Priority Area (s)

- Construction and Infrastructure
- Business
- Education and Social Services
- Engineering
- Information Technology (IT) and Telecommunications
- Health and Community
- Environment and Fisheries includes Climate Change
- Maritime
- Finance and Property
- Government Law and Safety
- Hospitality
- Manufacturing and Technology
- Arts and Media

There are programs that are restricted and will not be considered for next year's deliberation of scholarships. These are Aviation (pilot), Theological Studies

Research outline

All postgraduate applicants whose study program will include at least 50 percent research must attach an outline of all proposed research project (up to 1,000 words). The outline should include the following:

- Proposed research title
- Objectives
- Relationship of this research to previous work in this field by others and yourself (literature review)
- Significance and possible application of your proposed research to the development of your country
- Proposed research method, research plan and timeline for completion.

Note the specific policies around postgraduate studies.

Home-located fieldwork

If you are applying for postgraduate study which includes at least 50 percent research, do you expect to undertake home-located field research?

Yes No

If **yes**, provide details.

Work attachment (only if applicable)

Do you expect to fulfil or undertake work attachment or work experience as an integral component of that program?

Yes No

If **Yes**,

Where and when would it normally take place?

Country: _____. When: _____. Duration of attachment _____.

SECTION 8: HISTORY ON SCHOLARSHIP SCHEME

Were you a former recipient of scholarship under the Tokelau Scholarship Scheme? Yes No

If Yes, please fill in the following table

Times on the scheme	Approved program	Institution	Started (Semester & Year)	Ended (Semester & Year)	Tick which one	
					Completed	Incomplete
1st						
2nd						
3rd						

Explain why, if you were unable to complete your program and graduate while last on scholarship.

Did you honour your bond to Tokelau after completion, and or adhere to the stand-down period if your program was incomplete? Yes No

If No, please explain.

SECTION 9: EMPLOYER ENDORSEMENT

If you are currently employed, this section is to be completed by an authorized officer or your employer.

If you are self-employed, this section to be completed by someone in a leadership role in your community.

Endorsed by Department / Village: _____

Why do you recommend this applicant?

Describe the specific skills (i.e. not the qualification) you would expect the applicant to gain from the proposed study or training and how they contribute to the development of your sector / village.

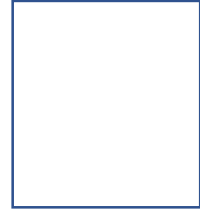
Comment on the candidate's professional and personal leadership attributes, work ethic and community engagement. (Community engagement refers to active engagement in community service).

Name of Employer / Endorser: _____

Position: _____

Signature: _____

Date: _____



Official Stamp

SECTION 10: APPLICANT DECLARATION

To be completed and signed by the applicant for a Scholarship

I certify that the statements made by me in this application for a Scholarship are true, complete and correct to the best of my knowledge, and I acknowledge that providing incomplete or false information will result in the Scholarships Board rendering my application invalid.

I fully understand the conditions of this application form and agree to:

- a. carry out such instructions and abide by such conditions as may be stipulated by the Scholarships Committee
- b. the release of information contained in this form to relevant authorities to enable being considered for a scholarship
- c. the exchange of information between the Department of Education (who administer the Government of Tokelau Tertiary Scholarships) and authorities such as the immigration authorities or any other relevant government agency

I am not aware of any medical or other conditions of which might prevent me from taking up a scholarship including pregnancy.

I fully understand that if I am offered a scholarship, it may be subsequently withdrawn at any time if I fail to meet any of the conditions outlined in this application form.

I fully understand also that if I am offered a scholarship, there will be formal agreement in the Scholarship Acceptance document that is signed which includes the Scholarship Bond.

Printed name (as in your passport or birth certificate): _____

Signature of applicant (if applicant is over 20 years and/ or married): _____

Signature of parent/ guardian (if the applicant is under 20years old)

_____ **Date:** _____

THANK YOU

SECTION 11: DOCUMENT CHECKLIST

It is important that you **clearly and correctly** fill out all relevant sections in the application form, and attach **all** documents requested in the application form. Applications with incomplete documentation **will not be considered for a scholarship**.

- **ONE COPY** of the application form is required.
- **Certified** copies of the required documentation should accompany this application.

A certified copy is where an authorized official of a school, or department, or village, or other authorized official signs, dates and gives an official stamp that the document is a true copy. If you are unsure about who is the appropriate person to certify your documents, you should contact the Department of Education.

Please check that you have attached the following documents in support of your application:

A. All Applicants

- A signed and completed scholarship application declaration (Section 10)
- An official certified copy of all secondary and/or tertiary results
- A certified copy of the graduation or completion certificate for each completed secondary/tertiary qualification
- A copy of the grade assessment schedule used at each institution for all academic results or transcripts
- A Study proposal not more than 2 pages – showing what the papers / course you hope to completed on scholarship study (for relevant applicants)
- 2 Academic references on letterhead (date no older than 2 years old)
- A recent Medical Report
- A clearance letter from the Office of the Law Commissioner of the village
- A recent Police Report
- A copy of Bio-data page of Passport
- A copy of Confirmation of COVID19 Vaccination

B. Applicants for postgraduate courses whose study will include at least fifty percent research must provide

- An outline of the proposed research project (up to 1,000 words)
- Details of any proposed home-based fieldwork required as part of your research
- List of all relevant published and unpublished theses.

The information given in this application will be used for the scholarship selection process and the Department of Education will record details from this form.