



GOVERNMENT OF TOKELAU

SCHOLARSHIP SCHEME

APPLICATION FOR ACADEMIC STUDIES SCHOLARSHIP

2025

FORM 2

To be used by eligible applicants who

- Have completed Year 13 (Foundation Studies) in semester 2 2024
- Have completed NCEA Level 2 2024, or have the credits to enter into a tertiary programme
- Have completed NCEA Level 3
- Have NZ University Entrance
- Are in tertiary education as private students
- Are on the Government of Tokelau Scholarship Scheme (GoTSS) but have deferred studies for a year or more
- Have satisfied the stand-down period of two years from GoTSS
- Wish to return to studies after serving two years or more of employment service and are *not* 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 (All applicants)

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 dependent children

List them in order by age.

Name	Age	Gender	Relationship

Contact

Email: _____ Phone (home): _____ Mobile _____

SECTION 2: MEDICAL BACKGROUND (All applicants)

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 medication 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 (All applicants)

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 by the courts or police?

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 (All applicants)

Prior Education

You must attach **certified copies of all official results** (e.g., academic transcripts, completion certificates) of all completed and partially completed secondary, vocational, technical and tertiary qualifications 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		

Progression NOTE

- ONLY applicants who have **completed Foundation Studies** or are completing it in 2024, or those who have completed **NCEA Level 2, NCEA Level 3 (or have credits to enter a tertiary programme)** to complete **SECTION 5**.
- ONLY applicants who are currently studying in tertiary but privately funded, proceed to complete **SECTION 6**.
- ONLY applicants whose studies had been on defer for at least a year, proceed to complete **SECTION 7**
- ONLY applicants who have completed the **TWO** year stand down period after termination from the GoTSS scheme, proceed to **SECTION 8**.

SECTION 5: FOUNDATION GRADUATES or POTENTIAL GRADUATES

NCEA LEVEL 2, LEVEL 3 GRADUATES or POTENTIAL GRADUATES

Foundation Studies

Which of ONE of these is you? Tick

- I have completed Foundation Studies? YES Year: _____
- I am completing Foundation Studies end of Semester 2 2024

If neither of these two, please discontinue completing this form

NCEA Level 2, Level 3

Which of ONE of these is you? Tick

- I have completed NCEA Level 2 YES Year: _____
- I am completing NCEA Level 2 end of Semester 2 2024
- I have not completed NCEA Level 2 but have the credits for the programme I am applying for
- I have completed NCEA Level 3 YES Year _____
- I have NZ University Entrance Yes

If none of these, please discontinue completing this form

PROPOSED CAREER AND TOKELAU HUMAN RESOURCE PRIORITIES

Scholarship awards target priority areas of studies and interests that lead to career paths that meet Tokelau's human resource priorities. The following table outlines priority areas, and the kinds of jobs that are part of Tokelau's human resource needs. An excel file can be requested that describes these in detail.

It is important when you choose your area of study, and qualifications, that you think about these priority areas, along with your own interests.

Table 1 Tokelau's Human Resource Priorities

Priority Areas	Jobs
Arts and Media:	Sign maker, Musician, Journalist, Librarian, Graphic Designer, Photographer
Business:	Project manager, Purchasing supply officer, Office Administrator, Office Manager, Human Resources adviser, Personal Assistant, Receptionist
Construction and Infrastructure:	Building and Construction Manager, Building Surveyor, Quantity Surveyor, Land Surveyor, Land Survey Technician, Electrician Quantity Surveyor, Plumber, Gasfitter and Drain layer, Builder, Brick and Block layer, Earthmoving Machine Operator

	Carpenter, Crane Operator, Flooring Installer Joiner, Painter and Decorator, Plasterer, Wall and Floor Tiler, Scaffolder, Roofer
Education and Social Services	Statistician, Teachers: ECE, Primary, Secondary in specific subjects, Specialist areas: Disabilities
Engineering	Electronics engineer, Environmental engineer, Electrical engineer, Mechanical engineer, Electrical engineering technician, Automotive electrician, Automotive technician, Mechanical engineer, Welder, Marine engineer, Refrigeration/Air condition technician,
Environment & Fisheries	Biosecurity officer, Environmental Scientist, Fishery Officer, Gardener, Landscaper, Nursery Grower, Water/Wastewater Treatment Operator, Recycler/Dismantler
Finance and Property	Facilities manager, Finance manager, Payroll officer, Accounts officer, Accountant, Bank worker
Government Law and Safety	Foreign Policy officer, Policy analyst, Urban / Regional Planner, Customs officer. Solicitor, Barrister, Court Registry officer, Quarantine officer, Immigration officer, Legal executive, Police officer
Health and Community	Epidemiologist, Optometrist, General Practitioner, Medical Laboratory Technician, Medical Imaging Technologist, Counsellor, Dentist, Dental assistant, Dental Technician, Environmental / Public Health Officer, Dietitian, Pharmacist, Health Services Manager, Registered nurse, Biomedical Engineer, Oral Health Therapist, Speech language therapist, Biomedical Technician, Audiologist, Midwife, Health Care Assistant, Pharmacy Technician, Youth worker, Physiotherapist
Hospitality Tourism	Hotel/Motel Manager, Chef, Event Manager
IT and Telecommunications	Telecommunications engineer, Information Technology Manager, Data Analyst, User Experience (UX) Designer, Information Technology Architect, Systems Administrator, Business Analyst, Security Analyst, Line Mechanic, Network Administrator, Information Technology Help Desk / Support Technician, Telecommunications Technician,
Manufacturing and Technology	Patternmaker, Garment Technician, Baker, Graphic pre-press Worker, Fashion Designer
Maritime	Maritime training, Able Seafarer (Deck) Able seafarer (Engine). Marine Engineer, Master

PROPOSED STUDY

Priority areas and jobs

List your preferred TWO priority areas, and the kind of job you wish to do after your studies.

Table 2 Preferred priority areas and jobs

Priority Areas	Jobs
First choice	

Second choice	
---------------	--

Program / qualification levels

Tick the level you are applying for

Certificate Advanced Certificate Diploma Advanced Diploma Degree

Write the name of the qualification, and major, if you know, for example, Certificate III – Able Seafarer (Engine), or Diploma in Laboratory Technician, 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 in a tertiary institution for 2025?

Yes No

If answered YES, which Institution did you apply to?

Institution: _____ Country: _____

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

Accepted Declined unknown

NOTES

1. Offers of placement do not guarantee an applicant a scholarship award to that particular institution.
2. All applications are assessed based on the selection criteria
3. The final decision on the scholarship offer identifying which level of qualification, institution and country of study is based on the outcome of that assessment
4. Tokelau's national human resource priorities are considered alongside applicants' interests and skills

Go to SECTION 9

SECTION 6: CURRENTLY STUDYING PRIVATELY ONLY**Placement**

Which Academic institution/ University are you currently studying at?

Institution: _____ Country: _____

Program / qualification levels

What program/ qualification are you currently undertaking?

Program: _____

Major (s) _____, _____

Duration of Program: _____

Year Started: _____

How many more courses are required for you to complete program (as of Semester 1 2025)?

Number of courses: _____

Write the name of programme and qualification you are applying for a scholarship for and the duration

Program composition/ Delivery mode (Tick the one that applies to you)

Are you studying **Full time** or **Part time** ?

Is your program

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

Please provide your latest Transcript and Program Audit

Go to SECTION 9

SECTION 7: ONLY APPLICANTS WITH STUDIES DEFERED FOR YEAR OR MORE

Background

Were you a GoTSS sponsored student when your studies were deferred? YES NO

If Yes, What Year was your scholarship put on hold? Year: _____

What were the reasons that led to the deferment of your studies?

Were you reinstated after the specified duration of deferment? YES NO

If NO, please explain

Which Academic institution/ University were you placed or place of study?

Institution: _____ Country: _____

Program / qualification levels

What was your program/ qualification?

Program: _____

Major (s) _____, _____

Duration of Program: _____

Year Started: _____

How many more courses are required for you to complete program (as of Semester 1 2025)?

Number of Courses: _____ Core, _____ Electives

(SECTION 7 continues)

Program composition/ Delivery mode

Is your program

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

Please provide your latest Transcript and Program Audit

Go to SECTION 9

SECTION 8: ONLY APPLICANTS WHO HAVE COMPLETED TWO YEARS AFTER TERMINATION FROM THE SCHEME

Background

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

If Yes, please fill in the following Table 3 Record of time on the Scholarship Scheme

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 while last on scholarship.

Explain what you have been doing in the time away from the scholarship scheme? Include any papers you have been taking, results, and employment, for example

Employment: *Employer* *Role* *Duration*

Papers taken: *Name, level, year, results*

(Section 8 continues)

Explain what changes you have undertaken that will lead to a successful study outcome this time?

Program / qualification levels

What was your program/ qualification when you were last on the scheme?

Program: _____

Major (s) _____, _____

Duration of Program: _____

Year Started: _____

How many more courses are required for you to complete program (as of Semester 1 2025)?

Number of Courses: _____ Core, _____ Electives _____

Program / qualification levels applying for

What program / qualification are you applying for _____

If different from your last program as described above, explain why

Program composition/ Delivery mode

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

Placement

Have you re-applied for placement/ Continuation of studies?

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

Go to SECTION 9

SECTION 10:

COMMUNITY ENGAGEMENT and LEADERSHIP EXPERIENCE (ALL APPLICANTS)

This section is about your engagement in age-appropriate community groups and events.

Name **ONE** community group you are an active member of. Describe in about 200 words the importance of this group to you, to the life of the community, your role in it, and your contribution. Highlight any leadership roles you may have in it.

Examples of community groups, for those applying from school could be, the youth group, the sports groups, cultural groups, Tali mihaha, aufaipehe, or other.

Please provide a reference letter from the community leader responsible for your group.

Go to next SECTION

SECTION 11:

SECTION 11: OTHER PROGRAM REQUIREMENTS

(Please complete if applicable)

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: Request for the specific policies around postgraduate studies

Home-located fieldwork

If you are a current postgraduate student, postgraduate study usually includes at least 50 percent research, do you expect to undertake home-located field research?

Yes No

If **yes**, provide details.

Work attachment

Do you expect to fulfill 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 _____ .

Go to next SECTION

SECTION 12: APPLICANT DECLARATION (All applicants)

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 Committee 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 20yrs)

_____ **Date:** _____

Signature of applicant (under 20yrs)

_____ **Date:** _____

THANK YOU

SECTION 13: DOCUMENT CHECKLIST (All applicants)

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
- A reference letter from a community leader (see section 10)

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.