

1. Background and context

- 1.1 Successful scholarship applicants will be required to sign a binding agreement with the Health and Safety Association of New Zealand (HASANZ). By signing this agreement, the recipient accepts the HASANZ Scholarship Programme and agrees to comply with these Terms and Conditions for the duration of the scholarship.
- 1.2 If a recipient breaches these Terms and Conditions, HASANZ may suspend or terminate the scholarship. HASANZ may also require repayment of all or part of the scholarship funding, unless this requirement is waived or reduced by the HASANZ Scholarship Panel in exceptional circumstances.
- 1.3 The HASANZ Scholarship Panel is responsible for considering and approving scholarship awards in accordance with the HASANZ Scholarship Panel Terms of Reference.
- 1.4 Scholarships are generally awarded as a one-off lump sum payment of up to NZD \$5,000.
- 1.5 Funding above NZD \$5,000 will only be considered in exceptional circumstances, where this is justified by:
 - the scholarship category;
 - the course or programme of study; or
 - a strategic priority identified by HASANZ.

Any award above NZD \$5,000 must be approved by the HASANZ Scholarship Panel and clearly documented.

2. Scholarship Recipient Obligations

The scholarship is awarded for the specific course, programme, or qualification identified in the recipient's application.

During the scholarship period, the recipient agrees to:

2.1. Academic Progress

- a) Remain enrolled in the approved course or programme.
- b) Maintain satisfactory academic progress in accordance with the education provider's requirements.
- c) Complete the course within the approved funding period, unless an extension has been approved in writing by HASANZ.

- d) Complete all required assignments, assessments, placements, tests, and examinations.

2.2. Conduct

- a) Behave in accordance with the education provider's code of conduct and all relevant policies.
- b) Conduct themselves in a manner that does not bring HASANZ or the scholarship programme into disrepute.

2.3. Notification Requirements

The recipient must notify HASANZ as soon as reasonably practicable if they:

- a) withdraw from, suspend, or discontinue their studies;
- b) change their course, provider, programme, or study load;
- c) are unable to continue studying due to illness, hardship, or other circumstances;
- d) receive other funding or sponsorship for the same course or programme.

2.4. Participation and Reporting

The recipient agrees to:

- a) Participate in mentoring, networking, or other activities reasonably requested by HASANZ.
- b) Attend any scholarship field day, event, hui, or online session arranged by HASANZ were reasonably practicable.
- c) Provide a short progress update every six months during the scholarship period.
- d) Provide a final report after the course, including how the scholarship supported their study and professional development.

2.5. Publicity and Privacy

The recipient agrees that HASANZ may:

- a) Use their name, scholarship category, area of study, photograph, and general information about their studies for publicity, promotional, reporting, and communication purposes.
- b) Retain and use their personal information for scholarship administration, reporting, evaluation, and statistical purposes in accordance with the Privacy Act 2020.

Recipients may request that certain information not be used publicly, and HASANZ will consider such requests on a case-by-case basis.

3. Scholarship Funding and Payment

3.1. Lump Sum Payment

Scholarship funding will be paid as a single lump sum to the recipient's nominated bank account after HASANZ receives confirmation of enrolment or study from the education provider.

3.2. Confirmation of Study

It is the recipient's responsibility to provide confirmation of enrolment or course acceptance to HASANZ.

3.3. Use of Funds

The scholarship funding must only be used for costs reasonably related to successful completion of the approved course or programme, including:

- a) tuition fees;
- b) books and study materials;
- c) travel and accommodation related to study;
- d) equipment or software required for the course; and
- e) reasonable living costs where the recipient is participating in a fees-free scheme.

3.4. Non-transferable

The scholarship is personal to the recipient and cannot be transferred to another person, course, or provider without prior written approval from HASANZ.

3.5. No Guarantee of Future Funding

A scholarship award does not create any entitlement to further funding in future years.

4. Changes, Suspension, or Termination

4.1. HASANZ may suspend or terminate the scholarship if the recipient:

- a) fails to meet these Terms and Conditions;
- b) ceases to make satisfactory academic progress;
- c) provides false or misleading information;

- d) withdraws from the course or programme; or
 - e) acts in a manner that may bring HASANZ or the scholarship programme into disrepute.
- 4.2. HASANZ may also suspend or discontinue the scholarship if funding, sponsorship, or programme priorities change.
- 4.3. Where reasonably practicable, HASANZ will provide notice and work with the recipient to minimise hardship.

5. Repayment of Scholarship Funding

- 5.1. The recipient acknowledges that scholarship funding may be repayable in the following circumstances:
- a) If the recipient withdraws from the course within one month of commencement or commits a serious breach of these Terms and Conditions, 100% of the scholarship funding may be repayable.
 - b) If the recipient withdraws or is unable to complete the course after the first month, up to 70% of the scholarship funding may be repayable.
 - c) The HASANZ Scholarship Panel may reduce or waive repayment where there are exceptional circumstances, including illness, bereavement, hardship, or other significant events.
- 5.2. Where repayment is required, HASANZ and the recipient will agree on a reasonable repayment schedule.
- If agreement cannot be reached within a reasonable period, HASANZ may determine the repayment schedule.
- 5.3. Any amount not repaid in accordance with the agreed schedule becomes a debt due to HASANZ.

6. General

- 6.1. HASANZ may update these Terms and Conditions from time to time. Any updated terms will apply from the date notified to the recipient.
- 6.2. Any matter not covered by these Terms and Conditions will be determined by HASANZ in consultation with the HASANZ Scholarship Panel.
- 6.3. These Terms and Conditions are governed by the laws of New Zealand.