



## New Zealand International Doctoral Research Scholarships Frequently Asked Questions

### Eligibility

*Q. I'm currently on a scholarship funded by the New Zealand Ministry of Foreign Affairs & Trade (MFAT) (i.e. a New Zealand Development Scholarship) can I apply for the NZIDRS?*

A. No, the rules of the MFAT scholarships programme state that you may not hold a second scholarship together with the scholarships they fund.

*Q. I currently hold a Commonwealth Scholarship for Masters' study in New Zealand. I want to stay and complete my PhD in New Zealand too, can I apply for the NZIDRS?*

A. According to the terms and conditions of the Commonwealth Scholarships, you are expected to return home upon completion for a minimum of two years. As a result you are not encouraged to apply.

*Q. I have been awarded a scholarship by my own Government/University for study in New Zealand. Can I still apply for the NZIDRS?*

A. It depends, the NZIDR Scholarship may be held with other awards provided the rules of the other award allow it. The exception to this rule is that no NZIDRS recipient may hold another award also funded by the New Zealand Government irrespective of the rules of the other award. As above, this includes, but is not limited to the NZAid and Commonwealth Scholarships.

*Q. I want to undertake a 'Professional' or 'Named' Doctorate (sometimes known as a Higher Doctorate). Am I eligible to apply for the NZIDRS?*

A. No. Only students undertaking pure doctoral research towards a Doctor of Philosophy (PhD) may be considered for the NZIDRS. 'Professional' or 'Named' Doctorates are specifically excluded. For a definition of Doctoral degrees, please visit the New Zealand Qualifications Authority website at the url below: <http://www.nzqa.govt.nz/studying-in-new-zealand/nzqf/understand-nz-quals/doctoral-degree/>

*Q. I wish to enrol at a New Zealand University for my PhD, but will be conducting my research as a distance student. Am I still eligible to apply for the NZIDRS?*

A. No.

*Q. I will be a short-term visiting researcher in New Zealand and will be maintaining my Masters/PhD Registration at home. Am I eligible to apply for the NZIDRS?*

A. No, the NZIDRS is not open to students who will not be enrolling for a New Zealand PhD Qualification.

### Establishing contact with a New Zealand University

*Q. What does it mean when the application form asks for evidence that I have contacted the relevant department of my chosen institution?*

A. In order to secure an appropriate placement and for universities and ENZ to evaluate your proposed research, candidates are required to establish contact with the relevant department at their preferred New Zealand University. Please ask the NZ University School/Department you plan to study at to complete the

'Provision of Supervision' page within the NZIDRS application form (also available separately at [www.newzealandeducated.com/nzidrs](http://www.newzealandeducated.com/nzidrs))

The completed form should be sent directly to the Education New Zealand Scholarships Manager by 1 August.

*Q. Does submitting a scholarship application mean that I don't have to apply for admission directly with the university?*

A. No. Scholarship applications and University admission applications are two separate processes. You must apply directly to the University for admission.

*Q. Does submitting an admission application mean I don't have to supply additional documentation to Education New Zealand for my scholarship application?*

A. As above, no. Education New Zealand has no access to materials you have supplied within your admission application.

*Q. Do I have to have a 'firm offer of a place' in the PhD programme of my preferred New Zealand University at the time of applying for the NZIDRS?*

A. No, candidates are not necessarily expected to already have a firm offer. However, candidates who are able to show that they have started on their admission application have a greater chance of being awarded a scholarship than those who have not done so.

*Q. What universities can the NZIDRS be held at?*

A. The NZIDRS may be held at any of the following New Zealand universities (listed in alphabetical order).

| <b>University</b>                 | <b>Website</b>   |
|-----------------------------------|--|
| AUT University                    | <a href="http://www.aut.ac.nz">www.aut.ac.nz</a>               |
| Lincoln University                | <a href="http://www.lincoln.ac.nz">www.lincoln.ac.nz</a>       |
| Massey University                 | <a href="http://www.massey.ac.nz">www.massey.ac.nz</a>         |
| University of Auckland            | <a href="http://www.auckland.ac.nz">www.auckland.ac.nz</a>     |
| University of Canterbury          | <a href="http://www.canterbury.ac.nz">www.canterbury.ac.nz</a> |
| University of Otago               | <a href="http://www.otago.ac.nz">www.otago.ac.nz</a>           |
| University of Waikato             | <a href="http://www.waikato.ac.nz">www.waikato.ac.nz</a>       |
| Victoria University of Wellington | <a href="http://www.vuw.ac.nz">www.vuw.ac.nz</a>               |

### **Statement of Proposed Research**

*Q. How much detail does the selection panel want in my statement of proposed research?*

A. This should be as detailed as is possible but no more than one or two pages long. Please use a font size no smaller than 11 point. This is not expected to contain the same level of detail as required by the university Doctoral Research Committee when you apply for admission.

However, we do appreciate that there are some fields of study where students are instead assigned to a research group or team from which their own research will eventually emerge. In these cases, your stated research interests should show in-depth knowledge of the types of research taking place in your area of specialisation, the specific research undertaken in that field at your preferred New Zealand university, and how your academic background qualifies you to contribute to research in that field.

## Citizenship and Permanent Residence

*Q. I hold dual citizenship with my home country and New Zealand. Am I able to apply?*

A. No, candidates who hold New Zealand citizenship or permanent residency are considered to be domestic students and may not apply under any circumstances.

## English Language Proficiency

**Test scores must have been achieved within the past two (2) years**

*Q. Do I have to provide either an IELTS or TOEFL test score?*

A. The **only** exceptions to this requirement are:

- students who originate from New Zealand, Australia, English speaking Canada, Singapore, the United Kingdom, the United States of America, Ireland and English speaking South Africa; or
- students who have successfully completed a course of study (undergraduate or postgraduate) in one of the above countries, if the study took place over an academic year or longer period. This must be supported by academic transcripts showing that the study took place in that country; or
- students who have received a firm offer of a place into the PhD Programme of the New Zealand University they would like to attend; or
- students who have already enrolled and commenced their New Zealand PhD.

*Q. I didn't stay for a year, but completed a 3-month course in one of the countries listed above, do I still need to include IELTS or TOEFL scores?*

A. Yes, this is non-negotiable.

*Q. Even though I don't meet the criteria above, the University I want to attend has told me that I don't have to provide English Language Test Results. Do I still have to submit IELTS or TOEFL scores with my NZIDRS application?*

A. If you attach a copy of the official letter from the University Admissions Office that confirms that IELTS or TOEFL scores are not required, or if you have a 'Firm Offer of a Place' from the New Zealand university that you want to attend, then the English language test requirement will be waived for your scholarship application.

*Q. Why do I need to include evidence of English language ability within my scholarship application?*

A. Education New Zealand does not want to offer scholarship places to candidates who cannot enrol because they do not meet university English language requirements. If you cannot enrol in a New Zealand university, you cannot take up the NZIDRS award.

*Q. Where is my closest IELTS or TOEFL Testing Centre?*

A. For information on TOEFL, please visit [www.ets.org/toefl/index.html](http://www.ets.org/toefl/index.html).  
For information on IELTS, please visit [www.ielts.org](http://www.ielts.org).

*Q. Can my TOEFL Test Scores be sent directly to Education New Zealand?*

A. Yes, they can. If taking the TOEFL test then please feel free to use the Education New Zealand TOEFL board number **8727** and they will send your results directly to ENZ.

*Q. Can I provide test results for an English proficiency test which is not IELTS or TOEFL?*

A. The only other type of tests that can be accepted are the Cambridge Certificate in Advanced English (CAE), minimum grade 'B' or the Cambridge Certificate of Proficiency in English (CPE), minimum grade 'C'. No other types of tests will be accepted.

*Q. Can I provide a letter of reference in support of my English language ability instead of test results?*

A. No. If you have not completed a minimum of one year studying in an English speaking country (as supported by academic records) or are not from one of the countries listed above, then test scores are required.

*Q. I am from English speaking Africa; do I still need to provide English language test results?*

A. Due to the vast number of dialects also spoken within English speaking Africa, it is possible that you may be required to provide English language test results for the purposes of admission. However, as stated above, we will accept written confirmation from the PhD Admissions office of the NZ University you wish to attend that your English meets their requirements. Please note however, that we will not accept a letter from your home institution that states that your prior study was conducted in English.

*Q. If my English language score does not meet the minimum level stated in the NZIDRS application documents, will my application still be considered?*

A. No, the stated English language proficiency levels are necessary for all students wishing to gain admission at New Zealand's educational institutions at postgraduate level. If your scores are below the stated minimums then your application will be deemed to be ineligible and cannot be considered by the Selection Panel. If this is the case, please do not apply for the NZIDRS.

### **Application documents**

*Q. Will my application be accepted if the postmark is the same day as the application close date (15 July)?*

A. No, only those applications that arrive **before 5pm on the 15<sup>th</sup> of July** will be accepted. Anything arriving after that date will be deemed ineligible. Please ensure you take note of international postage/courier time frames.

*Q. The 15<sup>th</sup> of July falls on a weekend, will you accept applications on a Saturday or Sunday?*

A. No, our offices are closed over the weekend. If the 15<sup>th</sup> of July falls on a Saturday or Sunday, we will continue accepting applications until 5pm on the Monday immediately following the 15<sup>th</sup>.

*Q. Can I e-mail or fax my application documents to the Scholarships Manager?*

A. No. Any NZIDRS Application forms sent via fax or email will not be entered into our databases and will not be considered.

*Q. Who should I approach for a reference?*

A. If you have been involved in research, at least one of your recommendations must come from the individual who supervised your work. The best evaluations are those that come from faculty in your field of study or from individuals who have directly supervised your work in a research facility. Evaluations from former high school teachers, sports coaches, or family friends are generally of little value. It is academic references rather than character references that the NZIDRS Selection panel would like to see.

*Q. How should my referees submit their comments?*

A. Referees should forward their comments directly to the Scholarships Manager at Education New Zealand.

- These can be posted to the same address used for your scholarship application or it can be scanned and emailed to [scholarships@educationnz.govt.nz](mailto:scholarships@educationnz.govt.nz). This is also confirmed within the Referee Report form.

- If they prefer to hand the reference to you for inclusion with the rest of your papers, please ask them to enclose their comments in a sealed envelope and place their signature across the seal to ensure confidentiality. You should not open and read their comments. If the envelope has been tampered with there is a possibility that it will not be accepted.

*Q. Do my referees need to provide multiple copies of their comments?*

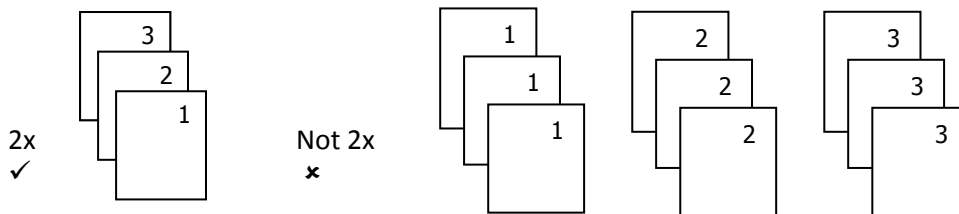
A. No, only one copy of their reference is required. Education New Zealand will photocopy the required number and add them to your other application papers.

*Q. The NZIDRS says that candidates must submit two (2) copies of the application documents. Can I send one original set and photocopy the other one?*

A. Provided there is one complete '**Master Set**' that contains your original documents and/or official, legally certified/notarised copies of the original documents, then the remaining set should be a straight photocopy of the *Master*.

*Q. Is there any particular way my application sets should be collated?*

A. Yes. Please collate your papers to form two (2) individual application sets.



- Use white paper as coloured paper does not photocopy well and is often difficult to read.
- Do not submit applications with lots of staples and/or paperclips throughout as these cause problems with our photocopier when preparing documents for the selection panel. If you wish to staple your application papers together, please do so **once** in the top left corner or if the paper is too thick for a stapler, please use big clips instead.
- As the application form is available in Word format via [www.newzealandeducated.com/nzidrs](http://www.newzealandeducated.com/nzidrs), we would prefer you to type your application. This is because handwriting is often difficult to read. If the scholarships manager or selection panel cannot read your handwriting, it is unlikely you will be selected for a place.

Please arrange your papers in the following order:

1. Application form page 1 – 4
2. Qualification Assessment Certificate/Letter
3. Academic transcripts
4. Research proposal
5. Personal statement
6. English language test results (where applicable)
7. Provision of Supervision form (sent directly to Education New Zealand by the University you want to attend) and where available, an Offer of Place letter from university.
8. Evidence of citizenship
9. Referees reports in sealed envelopes with the referees signature across the seal (unless these are being sent directly to Education New Zealand).

*Q. If I'm unsuccessful in my application for a scholarship, will Education New Zealand return all of my application documents to me?*

A. No, your application will not be returned. However, if requested at the time of application, your Qualification assessment certificate will be returned as you may have another use for it.

### **Evaluation of credentials**

Candidates who have successfully completed a post-graduate qualification while physically based in New Zealand, Australia, Canada, the United Kingdom, the United States of America, Ireland, France or Germany are not required to provide a certificate evaluating and verifying their academic credentials.

Evidence of such study must be provided by way of Academic Transcripts and degree certificates (legally certified/notarised copies of these will be accepted). All other candidates must supply one of the following qualification evaluation certificates/letters.

- World Education Services Assessment ([www.wes.org](http://www.wes.org))
- UK Naric Individual Assessment ([www.naric.org.uk](http://www.naric.org.uk))
- Educational Credential Evaluation ([www.ece.org](http://www.ece.org))

Candidates whose prior qualifications were obtained within the EU are expected to provide a copy of their Diploma Supplement in addition to their academic transcripts. If you don't know what this is, please ask your home university and they will be able to advise you.

If your Masters' qualification was undertaken at a satellite campus, (e.g. A UK University's campus in Dubai, or US University's campus in Malaysia), then the Qualification assessment may still be required.

Please note - If you do not meet the criteria for qualification assessment exclusion you **must** submit one or your application will be deemed to be incomplete. Incomplete applications will not be considered by the Selection Panel under any circumstances.

Qualification assessments can be obtained from one or other of the organisations listed above. Which one you apply for is your decision. They will assess the qualifications you've completed and provide you with a certificate or letter showing their comparability and confirming that your qualifications are both valid and genuine. The cost of obtaining an assessment for your completed qualifications varies and is listed within each of their websites together with information on how to order from them. It is your responsibility as the scholarship candidate to ensure that your application is complete.

Be aware that not all NZ universities use qualification assessments such as WES, UK NARIC or ECE Certificates for the purposes of admission. If the university you wish to attend tells you that these are not required from you, please remember that they cannot comment on documents required for an NZIDRS application, only admission requirements for their own institution.

**Remember to apply for your qualification assessment soon after deciding you wish to apply for the NZIDRS. This is an important item for your scholarship application and unless you meet the stated exclusion criteria, your application will be incomplete without it and cannot be considered by the Selection Panel.**

*Q. I don't want to provide a Qualification Assessment. If I negotiate with the Scholarships Manager will they waive the requirement?*

A. No

*Q. When should I order my Qualification Assessment?*

A. As soon as you decide that you wish to apply for the NZIDRS. The assessments take time to prepare and should be ordered well in advance of the NZIDRS application closing date of 15 July.

#### **General information**

*Q. How will I find out whether my application was successful?*

A. All candidates will be advised of the results via e-mail. Successful candidates will also receive a formal letter in hard-copy advising them of their success. Make sure you provide a clearly written and valid e-mail address. If using a service such as Hotmail, Yahoo or Web.de, ensure there is sufficient space in your mailbox and that your security settings allow you to receive messages from [scholarships@educationnz.govt.nz](mailto:scholarships@educationnz.govt.nz). This is very important as candidates who provide illegible or incorrect contact details cannot be advised of their application status or the selection results in a timely manner.

*Q. When will I find out whether my application was successful?*

A. The NZIDRS Selection panel usually meet in late-September and candidates are usually advised of the results via email as soon as possible after the selection has been made.

*Q. My application was successful and I've been awarded a NZIDRS. When will the scholarship commence?*

A. Successful candidates may take up their awards at any time between 5 January and 30 June in the year following their application, subject to the agreement of the host university and department.

*Q. How will my scholarship money be paid to me?*

A. All NZIDRS payments, including tuition fees, are made by the host university, usually by that institution's Scholarships Office. No payment (including travel allowance) will be made to an NZIDRS Scholar until they have enrolled and a New Zealand bank account has been opened. As a result, successful candidates will need to bring enough money with them to cover their first few weeks in New Zealand. This will provide enough time to open your bank account and for the university to arrange your establishment allowance and first living allowance payment.

*Q. Does the scholarship cover costs associated with student visa applications?*

A. No, recipients are liable for all costs incurred as the result of visa applications including the cost of a medical examination where required.

*Q. Will Education New Zealand help me obtain a New Zealand Student Visa?*

A. If your NZIDRS application is successful, and you officially accept the offer of a scholarship, the Scholarships Manager will be able to write an official letter supporting your visa application. This will be taken into account by Immigration when they consider your student visa application. Education New Zealand is unable to influence visa decisions.

#### **NZIDRS Applications should be submitted to the address below:**

Standard Postal Address for Airmail:

Scholarships Manager  
Education New Zealand  
PO Box 12-041  
Thorndon  
Wellington 6144  
NEW ZEALAND  
Ph: +64 4 472 0788

Physical Address for International Couriers:

Scholarships Manager  
Education New Zealand  
9<sup>th</sup> Floor, 15 Murphy Street  
Thorndon  
Wellington 6144  
NEW ZEALAND

Ph: +64 4 472 0788

Do not pay extra for a Saturday delivery, Education New Zealand's offices are closed on Saturday and Sunday.

The Education New Zealand Scholarships Manager can be contacted at [scholarships@educationnz.govt.nz](mailto:scholarships@educationnz.govt.nz)

Please note that you will receive written acknowledgement that your papers have arrived. This will be sent via e-mail. However, due to high volumes of mail submitted to ENZ mid-year in relation to the NZIDRS, acknowledgement cannot be guaranteed on the day the papers arrive.