

**NEW ZEALAND SCHOLARSHIP PROGRAMME**  
**APPLICATION FOR HOME-LOCATED RESEARCH**  
VICTORIA UNIVERSITY OF WELLINGTON • NEW ZEALAND



VICTORIA UNIVERSITY OF  
**WELLINGTON**  
TE HERENGA WAKA  
NEW ZEALAND

This form is to be completed by postgraduate New Zealand Scholarship students planning to return home for research fieldwork. New Zealand Scholarship PhD students are entitled to 180 days home-located research leave. New Zealand Scholarship Masters by thesis students are entitled to 90 days home-located research leave. Masters students carrying out minor research projects are not entitled to home-located research leave.

**STUDENT'S DETAILS**

FULL NAME

STUDENT ID

NEW ZEALAND MOBILE PHONE NUMBER

HOME MOBILE PHONE NUMBER

EMAIL ADDRESS

**RESEARCH TRAVEL DETAILS**

Please provide details for both outgoing and return travel. Upon approval of your home-located research, you will be sent a travel booking form to complete and send to the University travel agency.

Date:	Departure location (city, country)	Arrival location (city, country)

**OVERSEAS FIELDWORK PLAN (Please complete all fields)**

Provide a summary of your research project, including mode of data collection.

In which country and region(s) does your research need to be conducted and why? (This should be your home country. If you wish to conduct research fieldwork elsewhere, you must provide a separate letter explaining its expected contribution to the development of your home country. Note, this is rarely approved.)

How will your proposed home-located fieldwork research contribute to your country's development? How will it assist your career progression?

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**TIMELINE OF RESEARCH ACTIVITY**

Currently, the timing of your research may be tentative. Include approximate dates of your planned activities e.g. domestic travel, supervision appointments, permission seeking, interviews, observations and reporting.

Date (day/month/year)	Itinerary/Location	Summary of the research activity to be undertaken
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**BUDGET**

Be specific. While the cost of your research may be high, your scholarship will fund a maximum of NZ \$1,000. You are encouraged to apply for grants and seek further funding through your school.

Item	Estimated cost (NZ\$)
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Total (NZ\$)

Considering my budget outlined above, I would like to apply for the Postgraduate Research Allowance:      Yes      No

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**INSURANCE**

Your current Studentsafe University Insurance will cover you while in your home country, if you are a Master's students for up to 90 days, and if you are a PhD student for up to 180 days. Note, your current policy will only cover you for loss of personal items to and from your home country, and any new medical claims. You are responsible for purchasing your own additional insurance for greater cover.

I plan to be in my home country for \_\_\_\_\_ days

**TO BE COMPLETED BY THE WELLINGTON UNIVERSITY  
INTERNATIONAL INSURANCE OFFICER**

The student will be covered by their current policy

Yes

No, extended insurance has been purchased at NZ\$

The New Zealand Government Safe Travel Advisory has been checked

**Signature of insurance advisor**

**Date**

**SUPPORTING LETTER FROM YOUR SUPERVISOR**

Please attach a brief supporting letter from your Academic Supervisor confirming your research intentions, rationale, research location(s) and dates of your proposed home-located research fieldwork.

**Declaration**

I confirm that:

- The information I have included above is true and correct.
- My budget costs are realistic and accurate.

**I have attached a copy of my Academic Supervisor's supporting letter and all required supporting documentation.**

**Your signature**

**Date**

**SIGNATURE OF APPROVAL FROM YOUR SUPERVISOR**

**Primary Supervisor: Name**

**Signature**

**Date**

**SIGNATURE OF APPROVAL FROM YOUR ISO**

**Name**

**Signature**

**Date**

