



New Zealand Federation of Graduate Women Inc.

Helen Benson Awards Information Sheet

The Otago Branch of the New Zealand Federation of Graduate Women offers awards to people wishing to take or to complete a short course or project. The value of the award will not usually exceed \$1000.

The awards are designed to assist applicants:

1. take up work, paid or voluntary, in the community
2. develop new skills or interests outside the home.

Applicants must **not** have been in full-time, gainful employment for some years immediately prior to the date of application.

Details of the project or course, and the way in which an award would be of assistance, must be provided.

The money need not be used directly for the project (e.g., fees.) It may be used to cover indirect expenses incurred (e.g., travel costs, child care, books, equipment etc).

Applicants must arrange for references from two referees, who must not be partners or relatives, to be forwarded on the forms provided to the secretary by the closing date.

No committee member of NZFGW Otago Branch shall be a referee.

The Award is open to residents of Otago and Southland.

Application forms are available from, and should be returned when completed to:

The Secretary

NZFGW (Otago Branch)

P.O.Box 6334

DUNEDIN 9059

Closing Date 15th October



New Zealand Federation of Graduate Women Inc.

Helen Benson Award Application Form

1. Name in full: Surname
First names(s)
2. Postal address in full:
.....
.....
3. Contact telephone number:.....
4. Outline of planned course or project:
.....
.....
5. Are you starting this course/project or is it partly completed?
6. Age in years:
7. Dependant children (name and age):
.....
.....
8. Other dependants:
9. Previous work experience and any courses or qualifications you have completed. (If the space provided is insufficient for any question, please continue on separate sheets.)

10. Estimation of independent personal income in the next 12 months:
11. If you are not going to be on a bursary or earning your own independent income, please state the source of your financial support:
.....
12. Please list any awards or scholarships you have received in the past:
13. Reasons for taking your proposed course or project:
14. Length of time from now required to complete your course or project:
15. Amount of money requested for this award:
16. Please specify how you intend using this amount (an itemized list of costs is most helpful):
17. Have you applied for other sources of funding for this course or project?
If yes, please specify.....
.....
18. Are there any further circumstances, domestic or otherwise, about which you feel the selection panel should be aware when considering your application?

Signature of applicant: Date:

It is the applicant's responsibility to ensure that references (on the forms provided) from two referees are returned directly to The Secretary, NZFGW Otago Branch, PO Box 6334, DUNEDIN 9059 by the closing date **15 October** .



New Zealand Federation of Graduate Women Inc.

Helen Benson Award Referee's Form

1. Name of applicant: Surname
First name(s)

2. Postal address in full:
.....

3. Proposed course or project:
.....

4. Name of referee (please print):

5. Address of referee:
.....
.....

6. How long have you known the applicant?

7. In what capacity have you known the applicant?.....

8. Please give your assessment of the applicant's ability to undertake and complete the proposed course or project:

9. Are there any personal circumstances - domestic, financial or otherwise - regarding the applicant about which you feel the selection panel should be aware?

Signature of referee:

Date:

Please return this form directly to: The Secretary
NZFGW Otago Branch
PO Box 6334
DUNEDIN 9059

by the closing date 15 October.



New Zealand Federation of Graduate Women Inc.

Helen Benson Award Referee's Form

1. Name of applicant: Surname

First name(s)

2. Postal address in full:

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3. Proposed course or project:

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4. Name of referee (please print):

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6. How long have you known the applicant?

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8. Please give your assessment of the applicant's ability to undertake and complete the proposed course or project:

9. Are there any personal circumstances - domestic, financial or otherwise- regarding the applicant about which you feel the selection panel should be aware?

Signature of referee:

Date:

Please return this form directly to: The Secretary
NZFGW Otago Branch
PO Box 6334
DUNEDIN 9059

by the closing date 15th October.