**Health Workforce New Zealand (HWNZ)**

**Scholarship 2023**

INFORMATION SHEET

**Introduction:**

Te Whatu Ora Tairāwhiti distributes (HWNZ) Post Graduate Nursing Education funding by way of Scholarships to individual nurses. These scholarships are limited in number and are contestable by all nurses (hospital, private, and non-governmental sectors) across the Tairāwhiti region. This application period is the only opportunity to apply for study in 2023 despite the semester in which you intend to study.

**Who can get a HWNZ Funded Nursing Scholarship 2023?**

To be eligible for HWNZ funding you need to:

* Be registered as a nurse under the HPCA Act 2003 with a current APC
* Be employed as a registered nurse
* Be a New Zealand citizen or have a residency permit
* Have the support of your employer to meet the course requirements
* For Te Whatu Ora Tairāwhiti staff, please refer to the Policy relating to HWNZ funded Postgraduate Education for Registered Nurses via the intranet.

A career plan is a **requirement** for HWNZ funding and therefore needs careful consideration to ensure the work involved is manageable and meaningful to both you and your employer. It is vital that you discuss and gain the support of your employer/manager before embarking on study; they will need to approve your study options.

**Which courses can I study?**

The course you choose to study needs to:

* Lead to level 8 qualifications on the NZQA Framework; a Post Graduate Certificate, Post Graduate Diploma or Masters
* Integrate theory and clinical practice
* Acknowledge the cultural characteristics of New Zealand
* Be accredited and approved by the Nursing Council of New Zealand

**How to apply**

* Discuss your study plans with your manager and gain their support
* Complete the electronic application found on our Te Whatu Ora Tairāwhiti internet at

<http://tdh.org.nz/health-providers/tairawhiti-nurses-and-midwives/hwnz/>

* If you are planning to study two consecutive papers in the same academic year, please identify this on the application
* Email your completed application to your manager for approval
* Your manager then needs to forward your application to [education@tdh.org.nz](mailto:education@tdh.org.nz) – this process verifies that your manager supports your application.

**Additional Information**

If there are more applications than funds available, all applications will be reviewed by the Workforce Development Advisory Committee based on the following criteria:

* DHB workforce development needs
* District Annual Plan and District Strategic Plan priorities
* The Workforce Action Plan
* Health Work Force New Zealand priorities <http://www.healthworkforce.govt.nz/>
* Support to continuing current education pathways
* PDRP portfolio
* EIT is the preferred education provider and study will be given priority.

**Accepting a Scholarship**

If your application for a HWNZ Funded Nursing Scholarship is successful, your obligations will include:

* Supplying a range of information required by HWNZ, inclusive of surveys and evidence of passing
* Comply with monitoring required by HWNZ
* Understand that travel and accommodation funding is a **subsidy only**
* For Te Whatu Ora Tairāwhiti staff, agree to be bonded for the period of your course. In the event your employment is terminated, you fail to complete or withdraw from the course, you therefore agree to repay (pro-rata) the scholarship

## Travel and accommodation

* Those awarded the scholarships will be required to *arrange their own* travel and accommodation
* Expenses can be claimed as reimbursements up to the subsidy allowance. Costs beyond this will be at your own expense
* Tw Whatu Ora Tairāwhiti fleet vehicles for staff can be booked via –
  + Completion of form found at [*http://tdh-p-srv-30/intranet/Forms/Corporate/Car Booking*](http://tdh-p-srv-30/intranet/Forms/Corporate/Car%20Booking%20Form.doc) [*Form.doc* .](http://tdh-p-srv-30/intranet/Forms/Corporate/Car%20Booking%20Form.doc) Form must be signed by Manager
  + Email to [FleetandAccommodationDistributionGroup@tdh.org.nz](mailto:FleetandAccommodationDistributionGroup@tdh.org.nz)

## Reimbursement process

* Complete ‘Staff Expense Claim Form’ and **include GST receipts.**
  + Form can be found on the intranet at [*http://tdh-p-srv-30/intranet/Forms/Payroll/EXPENSE*](http://tdh-p-srv-30/intranet/Forms/Payroll/EXPENSE%20CLAIM%20FORM.doc) [*CLAIM FORM.doc*](http://tdh-p-srv-30/intranet/Forms/Payroll/EXPENSE%20CLAIM%20FORM.doc)
  + **For Non Te Whatu Ora Tairāwhiti Staff –** please also provide an official ‘Bank Account Verification’ printout from your bank & deposit slip with account details
  + Send to Nursing Services via internal mail or email [education@tdh.org.nz](mailto:education@tdh.org.nz)
* Reimbursements may take up to two pay cycles to show in your designated account

**APPLICATIONS CLOSE 4th NOVEMBER 2023**

*If your paper starts in the 2nd semester (Jul to Nov 2023) you still need to apply NOW – there is no application round for the second semester.*

**LATE APPLICATIONS WILL NOT BE ACCEPTED**