



SOLOMON ISLANDS GOVERNMENT

**National Training Unit
Ministry of Education and Human Resources Development**

**SOLOMON ISLANDS GOVERNMENT SCHOLARSHIPS
APPLICATION FORM**

July 2018

SOLOMON ISLANDS GOVERNMENT SCHOLARSHIPS

The purpose of the Solomon Islands Government Scholarship Program is to offer scholarships to potential candidates so that they can gain knowledge and skills to contribute to the country's human resource development needs and actively participate in the economic and social growth and prosperity of the country.

Applicants should acknowledge that when you apply for a Solomon Islands Government funded scholarship, you will not secure a scholarship automatically. There is a selection process that applicants would go through but first of all, applicants will need to meet the eligibility criteria. These are the minimum requirements that determine who can or cannot be considered for a scholarship. If a candidate meets the eligibility criteria, his/her name would be included or considered in the selection process. A set of selection criteria will be used to identify and define the particular knowledge, attributes, qualifications and experience an applicant must possess, in order to be short-listed and decision made to offer a scholarship to study a programme of study.

Solomon Islands Government Scholarships are for study at specific education institutions in the Pacific region (including Australia, New Zealand and Asia) and institutions within the country (e.g. The Solomon Islands National University – SINU and The University of the South Pacific –USP, Solomon Islands Campus and the selected TVET/RTC's.

There are four (4) categories of Scholarships that you may wish to apply and be considered for. An eligibility criteria applies for each classification of scholarship that you may wish to apply for. These are:

- **National High Achievers Scholarship. Only applicants who have attained GPA range between 3.8 and 4.5 need to apply.** This type of scholarship is meant for high achievers – applicants with the highest or equal highest GPA in the subjects studied need to apply.
- **Constituency Scholarship. Only applicants who have attained GPA range between 3.0 and 4.5 need to apply.** This type of scholarship caters for applicants who wish to be considered under the Constituency scholarship provision. The applicant who wishes to be considered under this type of scholarship may need an endorsement from a Member of Parliament representing the applicant's constituency.
- **Cost Sharing Scholarship. Applicants who have attained GPA range between 3.0 and 4.5 need to apply.** This scholarship targets applicants who seek partial-funding for their scholarship. The applicant should provide self-funding details relative to the course area and Tertiary Institution he/she wishes to study at.
- **Skills Training Scholarship. Applicants who have attained Form 5 with pass grades need to apply.** This type of scholarship is meant for applicants who wish to study full time at a V/RTC. Candidates who are selected for this award will study in 6 RTCs that are being assisted in terms of course offerings by MEHRD through the Australian Government funded Skills for Economic Growth Programme.

CHECKLIST

Applicants must correctly fill in all sections in the application form and include all relevant documents listed below. Attach a copy of each required document with this application form. All documents attached to this application must be certified true copies of originals with an official stamp of the school/institution or Commissioner of Oaths, a Justice of Peace, Solicitor, and official from the institution.

- A signed and completed application form declaration.
- Two certified recent passport size photographs – insert these on page 3.
- A certified copy of your birth certificate or your passport personal information page.
- A certified copy of your graduation and /or completion certificates for each completed secondary/tertiary qualification.
- A certified copy of all academic results or transcripts.
- A current curriculum vitae; detailing your education background, job skills and work experience.
- A completed signed endorsement from your employer (see page 9).
- A current copy of job description (for in-service applicants only).
- A support letter from your legal spouse.
- Details of cost sharing (see page 5).

Use the checklist above to ensure that you have provided all the required information and documents.

WHERE TO SEND YOUR COMPLETED APPLICATION FORMS

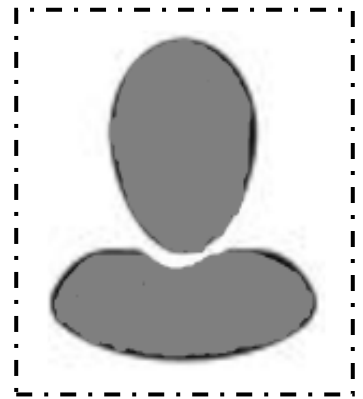
Completed application forms should be sent by mail or hand delivered to the following addresses.

- **Preservice Applicants.** Form 7 and Foundation students who apply for National High Achiever Scholarship, and Form 5 students who apply for Skills Training Scholarship should use this application form and to send their completed forms to:
 - Director
 - National Training Unit,
 - Ministry of Education and Human Resources Development
 - Honiara.
- **In-service Private Sector Applicants.** Private sector applicants should use this application form and to send their completed forms to:
 - Undersecretary (Administration)
 - Ministry of Commerce, Immigration, Labour and Industries
 - Honiara.
- **In-service Public Sector Applicants.** Public sector applicants should use the Public Service Scholarship application form and to send their completed forms to:
 - Assistant Secretary (Workforce Planning Unit)
 - Ministry of Public Service
 - Honiara.
- **In-service Teacher Applicants.** Teachers should use this application form and to submit the completed form to:
 - Manager
 - Teacher Professional Development Division
 - Ministry of Education and Human Resources Development
 - Honiara.
- Incomplete and late applications will not be considered.
- **All completed Application Forms must reach the addresses on or before the closing date: Friday 31st August 2018 at 4:00pm.**

SECTION ONE: PERSONAL INFORMATION

You are required to provide some details of yourself.

Your family name and given names should be the same as shown in your Passport or birth certificate.



Attach two (2) recent passport sized photographs of yourself here.

1. Family Name (surname): _____

2. Given Names (First or middle names): _____

3. Male Female

4. Date of Birth: ___ / ___ / ___ (dd/mm/yy)

5. I am _____ years old.

6. Write down your address for mail. The scholarship application process may take several months and you need to be contacted when a decision is made on your application:

- Your mobile number: _____
- Your email address: _____

(Ensure that the address you provide is kept current and that you will check regularly)

7. Write down the name and contact details of your next to keen or relative who can be contacted during an emergency.

- Name of next to keen/relative: _____
- Mobile number: _____
- Email address: _____

8. Are you a Solomon Islands citizen?

Yes No

9. Are you a permanent resident of Solomon Islands?

Yes No

10. Province of origin: _____

11. Constituency: _____

12. Marital Status:

Married Defacto Single

13. If you are married, your spouse's written approval is required. Attach your spouse's letter of consent to this application form, to show evidence of her/his approval for you to study at a local or overseas institution.

14. Is this your first time to apply for a Solomon Islands Government scholarship?

Yes No

15. Have you been on a scholarship or award funded by other countries/or organisation before?

Yes No

If you answered 'Yes', write down the name of the country or organisation that offered you the scholarship, the years you were on scholarship and the name of the qualification you may have undertaken and completed.

Country: _____ Years on scholarship: _____

Qualification undertaken: _____ Year graduated: _____

16. Do you suffer from any illness or disability that might affect your ability to participate in the proposed programme of study? (For example, psychiatric conditions, asthma, diabetes, significant visual impairment, significant hearing loss). Note that you will not be excluded from consideration for a scholarship.

Yes No

17. If you answered 'Yes' to Question 16, provide some details of the illness or disability and any special requirements or support you may need to undertake your proposed programme of study. You are required to attach a copy of your doctor's assessment of your condition or needs.

Note: If you are offered a scholarship, you will be required to undergo medical examination and should submit the report to the Director of NTU/MEHRD.

SECTION TWO: SCHOLARSHIP CATEGORY AND PROPOSED STUDY PROGRAMME

There are four (4) categories of Scholarships that you may wish to apply and be considered for. An eligibility criteria applies for each classification of scholarship that you may wish to apply for.

18. This section must be completed by all applicants. Indicate in the box below the category of scholarship you wish to apply and to be considered for. You must tick **ONE** box only.

- **Category A:** National High Achiever Scholarship
- **Category B:** Constituency Scholarship
- **Category C:** Cost Sharing Scholarship – Partially Funded
- **Category D:** Skill Training Scholarship

Note: If you selected Category C, provide (in a separate sheet) details of self-funding or costs that you are prepared to meet as well as costs that you may expect SIG will help you with.

19. If you are applying for a category B - Constituency Scholarship, the National Training Committee will select potential candidates for the award based on the selection criteria. However, a Member of Parliament will verify and endorse 2 successful applicants from his/her constituency based on the NTC selection process.

Write down the name of your constituency.

20. Indicate in the box below, the level at which you want to study. You must tick **ONE** box only.

Undergraduate

- Certificate
- Diploma
- Bachelor's degree

Postgraduate

- Certificate
- Diploma
- Masters Doctorate (PhD)

21. In the table given below, write down your proposed programme of study/or qualification and one or two major subjects where applicable (e.g. Bachelor of Science, majoring in Biology). You must carefully make your choice before you write them down in order of preference. You must also write down the correct reference code given in the scholarship advertisement.
Be warned that it is very difficult to change your qualification once the scholarship has been accepted.

Choice	Programme of study/Qualification	Major Subject(s)	Institution
First			
Second			
Third			

.....

SECTION THREE: STUDY HISTORY

This section must be completed by all applicants and requires you to provide information for all completed and partially completed secondary, vocational, undergraduate or postgraduate qualifications.

22. Please list the most recent qualification first in the table below. It is important that you attach certified copies of the academic transcripts and completion certificates for each qualification you may have completed.

Name of institution attended	Years attended		Qualification/Major subject
	From	To	
University/Institution
University/Institution
University/Institution
Senior Secondary School (Form 7)			

.....		
Senior secondary (Form 6)
Senior secondary (Form 5)

SECTION FOUR: CURRENT STATUS OF APPLICANT

This section must be completed by all applicants and requires you to provide brief information about you current status, that is, whether you are studying, working or neither studying nor working.

23. What are you doing now?

- I am currently in Form 5/or Year 11
- I am currently in Form 6/or Year 12.
- I am currently in Form 7/or Year 13
- I am currently studying at a tertiary level (full-time).
- I am working (part time) and studying at tertiary level (part-time).
- I am working (full time).
- I am not working nor studying.

24. If you are studying at a tertiary level (full-time or part-time), are you on a scholarship?
This question only applies to applicants who are currently studying at a tertiary institution.

- Yes No

SECTION FIVE: EMPLOYMENT INFORMATION

This section is concerned with your work history and employment information and should be completed by **in-service applicants only**.

25. Indicate if you are:

Working now

Not working now

26. If you are working now, what is the name of your employer?

27. If you are working now, write down the title of your job.

28. Briefly describe your job in the company or organisation.

29. Did your employer approve you to undertake training on you proposed programme of study?

Yes

No

Questions 27 to 31 must be completed by your employer/supervisor (For In-service Applicants only).

27. What are the applicant's special strengths?

28. Briefly describe the training needs of the applicant.

29. What plan has your organisation made for the applicant when he/she returns from the study?

30. What arrangement have you made to fill the position of the applicant, who has decided to undertake his/her study leave?

31. This question should be completed by the **employer of the in-service applicant** (e.g. CEO, Director, Manager, Supervisor, Director/or Secretary of an Education Authority/School Principal (applies to teachers). Complete the table below and place a company stamp near your signature.

It is important for your employer or immediate supervisor or someone with authority in your organisation to endorse your training on your proposed programme of study.

Name of company/organisation or authority that employ you	
Address:	
Name of Supervisor	
Title/Position:	
Contact address:	Telephone: Email:
<p>I am pleased to endorse the applicant on behalf of the employer. I certify that all the information provided in this section of the form are authentic and relate to the applicant.</p> <p>I endorse: _____ (full name of applicant)</p>	
Signature:
Date:

SECTION SEVEN: DECLARATION

This section must be completed and signed by **all applicants** for a Solomon Islands Government Scholarship.

I..... (*Name of applicant*) declare that;

- a) All information provided about and by me in this application is true, complete and accurate to the best of my knowledge.
- b) I acknowledge that if I submitted false, fraudulent or misleading information and documents will result in the NTU/MEHRD not considering my application or withdrawing a scholarship, if offered.
- c) I understand the conditions under which Solomon Islands Government funded scholarship is offered and I will abide by the conditions and requirements.
- d) I understand that if I am required to provide further information, I must make myself available to be contacted or my application will not be considered.

Name of applicant

Signature of applicant:

Date:
