

INTERNATIONAL STUDENT SCHOLARSHIP FUND POLICY

RATIONALE:

To provide Long Bay College with the ability to offer International Students either a full or subsidised scholarship opportunity.

VALUE AND DISBURSEMENT:

- The International Student Scholarship Fund to be set up from funds already earned from international students with the Board transferring funds into it annually as the finances of the College permits.
- Each transfer into the International Student Scholarship Fund must be approved by a Board of Trustees resolution. The College's reported net surplus for the year and the equity at the end of the year will be reduced to the extent of the transfer.
- Each disbursement of a scholarship from the International Student Scholarship Fund must be approved by a Board of Trustees resolution.
- Annual transfers into the International Student Scholarship Fund should roughly align with what the school anticipates paying out each year so that the balance in the International Student Scholarship Fund does not build up over a period of time.
- The number and value of the international student scholarships may be adjusted at any time by an approved Board of Trustees resolution.

POLICY:

1. The award of an International Student Scholarship is to be subject to Board of Trustees approval.
2. International Student Scholarship funds are held by the College and may be used to cover such costs as full or subsidised tuition fees, accommodation costs or any other approved expenditure.
3. Under exceptional circumstances the Board of Trustees may vary these conditions.
4. On the advice of the Principal, the Board of Trustees may withdraw the scholarship at any time.
5. Should the student be excluded, expelled, or have to return to their country, then the International Student Scholarship ceases immediately.

This policy is intended to be consistent with the requirements of:

- The New Zealand Code of Practice for the Care of International Students
- The Privacy Act 1993
- The Education Amendment Act 1989 and the Education Standards Act 2001

New/Reviewed	Tabled	Adopted	Signed
New policy: 18/11/2014	3/3/15	3/3/15	By Robyn van der Sande, Chairperson

LONG BAY COLLEGE INTERNATIONAL SCHOLARSHIP FUND

PROCEDURES

1. The Board of Trustees passed a resolution at a meeting on 2/12/14 that an initial amount of \$20,000 be transferred into an International Student Scholarship Fund account to be established. The amount to be equivalent to one year's tuition, at the Ministry of Education's stipulated minimum, plus homestay costs for one student.
2. The International Student Scholarship Fund Student will agree to and sign the Long Bay College tuition agreement.
3. Long Bay College will follow the Code of Practice for the Pastoral Care of International Students.
4. Long Bay College will arrange International Scholarship Fund Students homestays either on its own or through an independent agency. Long Bay College will have a Homestay Co-ordinator who will revisit and monitor all homestays according to the Code of Practice for the Pastoral Care of International Students.
5. Long Bay College will actively encourage interaction between International Student Scholarship Fund students and other students through sport, music and other school wide activities.
6. International Student Scholarship Fund students must maintain their full commitment to the activities and learning goals identified in their Scholarship application. Should such involvement cease, then the Scholarship will cease immediately.
7. International Student Scholarship Fund students must pay for appropriate subject fees in high cost subjects.
8. International Student Scholarship Fund students must pay for school trips and activities such as the annual school Ball.
9. International Student Scholarship Fund students will be expected to be ambassadors for their country and will address appropriate groups and assemblies and will play a part in international celebrations at the College, as appropriate.
10. International Student Scholarship Fund students will be given appropriate orientation and ongoing support from the Long Bay College International Department.
11. In addition to the Long Bay College Tuition Agreement, the student will sign a Participation Agreement which outlines:
 - The expected involvement of the student in school activities;
 - specific learning goals.