



## Learner Support Fund

### Application Form

To submit your application, or if you have any queries regarding Tahua Taunaki Akonga please contact the Learner Support Administrator on:

- **0800 KAI TAHU** (0800 524 8248)
- +64 3 366 4344
- **matauranga@ngaitahu.iwi.nz**

Application forms can also be posted to:

Mātauranga  
Te Rūnanga o Ngāi Tahu

P O Box 13-046  
Christchurch 8141

Please ensure all sections of this application are completed.

### Eligibility criteria

For your child to be eligible for tuition funding, they must be:

- Registered with Whakapapa Ngāi Tahu;
- Attending school\*; and
- Aged between 5 and 21

### Funding Available\*\*

The amount of funding available (per financial year) is as follows:

- \$470 (+ GST where applicable) is available to tamariki who meet the eligibility criteria above
- \$940 (+ GST where applicable) is available to tamariki who meet the eligibility criteria above, and one of the following criteria:
  - is seeking remedial support (the child must be at a remedial level in the subject area where tuition is sought as evidenced by the pre-tuition assessment report)
  - is studying at NCEA level (or equivalent) and needs support in two or more subject areas (a pre-tuition assessment report must be completed for each subject where tuition is sought)

\*Enrolled at a New Zealand Primary or Secondary school, OR be in a Ministry of Education approved New Zealand Home School Programme OR be enrolled through the Correspondence school and be resident in New Zealand; OR if the applicant resides outside of New Zealand he/she must be enrolled in an equivalent educational setting that is approved by the government in the applicants country of residence

\*\*Overseas residents are eligible for equivalent NZ\$470 (incl. GST) or NZ\$940 (incl. GST) depending on which criteria is met

## SECTION 1: CHILD'S INFORMATION

Ngāi Tahu Registration N°:

Postal Address:

Child's full name:

Date of Birth:

Residential Address (if different from postal):

Email Address:

Gender: ☐ Male ☐ Female

School your child is currently attending (including city):  
(if not applicable please indicate e.g. home schooled)

Year/Level at school: Which term does your child require funding for (tick one): ☐ Term 1 ☐ Term 2 ☐ Term 3 ☐ Term 4

What subject does your child requires tuition in?

What level of tuition support does your child require?  
(Remedial, standard, extension, NCEA or other- please specify)

Does your child have any specific learning difficulties or or any other difficulties which affect their learning? ☐ Yes ☐ No  
(please provide further information below if applicable)

Is there any additional information you think we should know concerning your child's education?

## OFFICE USE ONLY

1. Date received

2. Received by:

3. Previous evaluation received  
(where applicable)

Yes

No

4. Relevant Information supplied\*

\*Private tutors only

CV

Criminal Check

Qualifications

5. Comments

6. Application Status

Approved

Declined

Pending

7. Term Approved

8. Date complete

9. Approved by:

## SECTION 2: PARENT/CAREGIVER'S DETAILS

Ngāi Tahu Registration No:  
(where applicable)

Postal Address:

First names:

Surname:

Residential Address (if different from postal address):

Date of birth:

Phone (hm):

Mobile:

Gender:

Male

Female

Email Address:

Preferred contact method:  
(Email/ Phone/ Post)

## SECTION 3: TUITION PROVIDER

Which tuition provider would you like funding for?  
(Please provide their contact details below)

Address:

Post Code:

Phone:

Email Address:

Please note: If your tuition provider is a private tutor we require the following information from them before this application can be processed:

- A copy of a recent criminal check (no more than three years old)\*
- A copy of their CV and relevant qualifications
- A copy of their photo identification (e.g. driver's license or passport)

\*If your tutor holds a current teachers practising certificate, a criminal check does not need to be supplied.

If there is a delay with submitting the required documentation the application may not be approved for your requested term.

## SECTION 4: REPORTING INFORMATION\*

To measure the benefits of the Tuhua Taunaki Akonga/ Learner Support Fund programme a new reporting process has been implemented. This process consists of a pre-tuition and post-tuition data collection and involves collecting some information from your child's teacher prior to tuition for all students, and also post tuition for students in Years 0-10. Students who are studying at an NCEA level or equivalent will need to provide confirmation of their results in the subject/s tuition was undertaken (once these results have been released). This information will be used to determine the amount of funding your child is eligible for and to measure the effectiveness of this programme on overall student achievement levels.

Please indicate below whether you would like to collect this information yourself, or we can contact your child's teacher directly to complete these.

I would like the Learner Support Administrator to follow up with my child's teacher directly (please provide the teachers details below)

Teacher's name:

Teacher's email:

NB: The Learner Support Administrator will copy you into the email to your child's teacher.

I will follow up with my child's teacher directly to complete the pre-tuition and post-tuition assessment reports

(the pre-tuition assessment report will be sent to you if you have indicated this option. Upon completion of tuition the post-tuition assessment report will also be sent to you).

Not Applicable (please comment below if you have selected this option)

\* Applications for tuition funding will not be approved unless the pre-tuition assessment report, completed by your child's teacher, is provided to Te Rūnanga o Ngāi Tahu. If this form cannot be completed for any reason please state this in the comment box above. Applications will not be approved without this report unless confirmed by the Learner Support Administrator.

**SECTION 5: COMMUNICATIONS**

Where did you hear about Tuhua Taunaki Akonga/ Learner Support Fund?

Whānau/Friends

Rūnanga

If you have selected Rūnanga / other please specify below.

Ngāi Tahu Website

Child's School

Te Pānui Rūnaka

Other

**SECTION 6: APPLICANT DECLARATION**

I understand that Te Rūnanga o Ngāi Tahu accepts no responsibility for the payment of any tuition fees where approval prior to the commencement of tuition has not occurred.

I understand that the payment of any tuition fees will not occur until I have received an approval letter from Te Rūnanga o Ngāi Tahu confirming funding and Te Rūnanga o Ngāi Tahu has received an invoice from the approved tuition provider.

I understand that if the tuition provider/ private tutor I have selected to provide the tuition does not comply with the vetting standards, as set out in the Tuhua Taunaki Akonga Policy, they may not be approved as a tuition provider and I may need to find an alternate tuition provider to provide the tuition support for my child.

I agree to my child/youth having tuition and will make every effort to ensure that he/she attends all sessions.

I agree that if my child/youth is unable to attend sessions, I will make every reasonable effort to re-schedule these. I understand that failure to do so may jeopardise future tuition support.

I understand and agree Te Rūnanga o Ngāi Tahu may check with the tuition provider/ private tutor my child's attendance record at tuition sessions.

I understand where I have indicated I would like Te Rūnanga o Ngāi Tahu to contact my child's teacher directly to request the pre-tuition assessment report I consent to all information reasonably required regarding my child being provided to Te Rūnanga o Ngāi Tahu.

I understand where I have indicated I will follow up with my child's teacher directly for the pre-tuition assessment report my child's application for tuition support will not be able to be approved until I have submitted this report. I understand failure to provide this report will mean my child's application will remain incomplete until this report has been submitted.

I understand where my child is in Year 1-10 at school, at the time of this application, my child's teacher will also need to complete a post-tuition assessment report. I consent to my child's teacher providing the information regarding my child that is required to complete this report.

I understand that all information provided by my child's teacher is for the purposes of determining the amount of funding my child is eligible for, measuring the effectiveness of Tuhua Taunaki Akonga on overall student achievement levels or any other related purpose.

I understand where my child is in Years 11-13 (or equivalent) at school, I will need to provide an achievement record (i.e. NCEA results or equivalent) of my child's results in the subject area tuition was undertaken. I understand that this information is solely for the purposes of measuring the effectiveness of Tuhua Taunaki Akonga on overall student achievement levels.

I agree that I will complete and return a parent/guardian evaluation at the end of the tuition sessions. I understand that this is solely for the purposes of improving and assessing the success of the Tuhua Taunaki Akonga programme.

I understand Te Rūnanga o Ngāi Tahu will advise me of the post- tuition assessment report, achievement record and parent/ guardian evaluation I am required to submit for my child and the dates the required documents are due.

I understand that future tuition funding will not be available if any of the above required documentation is not submitted.

I consent to information about this application and all related information being made available to Te Rūnanga o Ngāi Tahu for statistical purposes, tribal purposes or other reasonable purposes as determined by Te Rūnanga o Ngāi Tahu. I understand that it may be used in tribal publications.

I consent to Te Rūnanga o Ngāi Tahu seeking further information from third parties to assist with the Tuhua Taunaki Akonga programme.

Name:

Signature:

Date:

**Application Closing Dates**

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Please submit your application prior to the respective closing date (listed below) of your requested term.

**2018** Term 3 - 27/07/2018  
Term 4 - 01/10/2018

**2019** Term 1 - 14/01/2019\*  
Term 2 - 15/04/2019

\*If you are applying for Term 1, 2019 please ensure your application form is to us by the closing date. As soon as your child is back at school please ensure the pre-tuition assessment report is completed by your child's teacher and returned to us as soon as possible. We cannot finish processing your child's application until we have received this report.