



# **NITRP SCHOLARSHIP & ACADEMIC AWARDS**

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## **NITRP - SCHOLARSHIP AND ACADEMIC AWARD GUIDELINES**

The Namibian Town and Regional Planning Institute (NITRP) has as one of its objectives ***‘to promote tuition and research in town and regional planning and also to institute study bursaries, scholarships and prizes.’***

The NITRP thus introduces its scholarship and academic award guidelines.

### **1. The NITRP Scholarship**

The NITRP Scholarship is a partial scholarship that will be awarded to a student/s studying toward a degree in Town and Regional Planning at a reputable university and which will eventually enable such student to register as a professional town and regional planner. The Scholarship covers part of the cost of tuition for the credits needed by the student to complete an undergraduate or postgraduate degree at a recognized university. The scholarship will be awarded based on academic merit, financial need and the availability of funds.

#### **1.1 General Eligibility:**

- ONLY citizens or naturalized citizens of the Republic of Namibia.
- ONLY applicants who intend to study for a Town and Regional Planning qualification at a tertiary Institution in Namibia or any other SADC country, which is registered and accredited with the Namibian Council for Higher Education (NCHE).
- ONLY 2<sup>nd</sup>, 3<sup>rd</sup> or 4<sup>th</sup> year students that enrol for a degree programme that lead to eventual registration as Town and Regional Planner in Training with the Namibian Council for Town and Regional Planners are eligible for the scholarship.

#### **1.2 Scholarship Terms and Conditions**

- The Scholarship covers tuition only.
- Scholarship funds are paid out directly to tertiary institutions and other relevant service providers - bursary fund monies are ONLY paid out directly to students under exceptional circumstances.
- The Scholarship cannot be used in conjunction with any other University tuition reduction, grants, or scholarships.
- Awards are limited to one per student, and are not transferable.
- For a current student, the Scholarship is not retroactive to prior terms and cannot be applied to a current or prior balance. If a student has a current or outstanding balance, as a condition of Scholarship eligibility the balance must be paid in full prior to the term in which the Scholarship would be awarded.
- The Scholarship application, review and award process will be maintained and managed by the Board Members of the Namibian Institute of Town and Regional Planners so appointed for Scholarship Administration.
- Scholarship disbursement eligibility cannot be regained by the student once it is lost.
- The NITRP reserves the right to amend scholarship policies or awards, or discontinue granting scholarships to additional students at any time.

### **1.3 Continued Eligibility**

- To remain eligible, the student must maintain an average of 60% for the duration of their program at any recognized university. If the student does not maintain an average of 60%, he or she will not be eligible to receive the scholarship.
- Must enroll in all the required semester courses.
- If a student fails and retakes a course, Scholarship money will not be re-awarded for that course.
- Must remain in good financial standing with their tertiary institution.
- Must be continuously enrolled at a recognized university. Students who withdraw or are dismissed will no longer be eligible for the Scholarship; however, allowances are made for students to retain the Scholarship if they are on leave of absence due to medical reasons.
- The Scholarship recipient retains the scholarship award until completion of their specified program of study, provided eligibility is maintained: no annual reapplication is required and no reapplication is required for a maximum of one change of program.

### **1.4 Deadline for submissions**

You must accept the Scholarship Terms and Conditions and complete the application by January 31<sup>st</sup>. No exceptions will be made to the deadline.

### **1.5 Value of the Scholarship Award**

The Scholarship covers part of the cost of tuition for the credits needed by the student to complete an undergraduate or postgraduate degree at a recognized university. The value shall be determined at the time of award.

### **1.6 How is the winner/s selected?**

The NITRP Board will constitute a Scholarship Selection Committee made up of members of the board and will co-opt at least two professional town planners, one from the private and one from the public sector. The committee will evaluate all applications and will shortlist at least five candidates. These five candidates shall be required to make a presentation that should indicate why they chose to study Town and Regional Planning and why they believe they are the best candidate for the scholarship. The motivation deemed the best by the selection committee as well as proof of academic performance and financial need shall apply to determine the award recipient.

### **1.7 Disclaimer**

Applicants are under no circumstances secured of, promised or guaranteed a NITRP Scholarship. The NITRP reserves the right to shortlist, invite and thereafter select applicants as seen fit by the Scholarship Committee set up by the Board. Only applicants that comply with the minimum requirements will be considered for a NITRP Award.

## **1.8 Data protection**

The information you provide will be held and processed for the purpose of the selection process in connection with the awarding of NITRP scholarship for the year. The information will be retained only for as long as is required by legislation and will then be destroyed. In submitting the information you will also give your consent to the disclosure, transfer and processing of your personal data reflected in your application internally within the NITRP as far as is needed with reference to the awarding of awards for the year. The NITRP will however, unless any disclosure is legally required, endeavour to protect the confidentiality of personal data supplied.

## **2. NITRP / NUST Academic Awards**

The NITRP objective as laid out in the introduction to this guidelines makes mention to academic awards. Such awards shall be conferred to the best performing students at the only Namibian university that offers a degree/s in Town and Regional Planning.

### **Eligibility for the awards**

- Only students registered at the Namibian University of Science and Technology (NUST) shall be eligible for these academic awards.
  - The best academic performer in each academic year as determined by NUST shall be awarded these prizes.
  - The content of the award could be in the form of study/research material (books, reports, magazines, other media) mainly to encourage further reading/study in the field of urban and regional planning as well as a certificate or plaque;
  - The NITRP or one of its affiliated members shall provide a relevant book prize / gift voucher to each respective student as proposed;
    - Guideline amounts of N\$1000.00 (honours), N\$500.00 (3rd year), N\$500.00 (2nd year) and N\$500.00 (1st year) for books/gift vouchers. The value shall be adjusted with the annual inflation rate.
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