

Healing Touch New Zealand Incorporated



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Policy area	Governance – Finances – Scholarships
Policy title	HTNZ Inc: Scholarships Policy, Criteria and Process for Partial Course Fees
Policy detail	HTNZ Inc acknowledges and appreciates the generous donations for scholarships that have been previously given and are currently being received by the organisation. The scholarship fund is to assist with the growth and development of Healing Touch for students and instructors within our communities in New Zealand, towards our vision of: <i>“Thriving communities through enhanced wellness and balance”</i>
Procedures	<ul style="list-style-type: none"> • HTNZ Inc committee determines the scholarship that are to be offered on an annual basis which includes the type of scholarships, number of scholarships, amount per scholarship and the opening and closing dates. • Available scholarships are advertised on the HTNZ Inc website and via the HTNZ Inc Gathering Energy members newsletter. • Applicants must have registered their interest in the appropriate Healing Touch course and meet the course pre-requisites (if required) prior to applying for a Scholarship for Partial Course Fees. • Applicants who are eligible are invited to apply via the approved HTNZ Inc Scholarship Policy, Criteria and Process for Partial Course Fees. • All scholarship applications are considered by a committee/advisory group. This group has a Chair. • Scholarships for Partial Course Fees are applied directly to the recipient/s Healing Touch NZ current course fees prior to the course taking place. The student pays the remaining difference for the course fee. Once full payment has been received the student’s place is confirmed on the course. • Scholarships are non-transferable and *are generally non-deferrable. • *HTNZ Inc at their discretion may defer a scholarship if there are circumstances beyond the student’s or organisations control e.g. if a course has to be cancelled. • HTNZ Inc Treasurer will transfer approved funds from the scholarship account to the course fees account to off-set the course fees and will maintain the record of scholarships. • Scholarships cannot be applied for retrospectively. • Scholarships are for NZ citizens and permanent residents only. Evidence of citizenship/permanent residency is required. • HTNZ Inc reserves the right to not award any scholarships. • HTNZ Inc reserves the right to withdraw/terminate a scholarship if it is not satisfied that the scholarship is in the best interests of HTNZ Inc or if the recipient has brought HTNZ Inc into disrepute.
Context	This policy aims to ensure that a clear and transparent process is in place for Applicants who are eligible to apply for a scholarship. The Chairperson of HTNZ Inc and/or the Chairperson of the committee considering the scholarship applications is responsible for monitoring compliance.
Effective date	15 February 2024
Review date	December 2024

SCHOLARSHIP POLICY, CRITERIA & PROCESS FOR PARTIAL COURSE FEES

- Eligible applicants are to write a cover letter to address the Scholarship criteria below that is relevant to the particular Unit they are applying for, for a Scholarship.
- Submit the cover letter to the Chair of the HTNZ Inc Committee via email chair@healingtouchnz.com by the due date along with a copy of their current curriculum vitae.
- Eligible applicants are eligible to re-apply for scholarships, regardless of whether they have been awarded a scholarship previously or not.

Partial Course Fees Scholarship Criteria for Healing Touch NZ Inc

Unit 2: Energetic Patterning and Clinical Applications

Note: This is a partial fees scholarship. The remaining difference is paid for by the student. Only once full payment has been received is the student's place on the course confirmed.

All applicants must be a current financial member of HTNZ Inc at the time of their scholarship application being submitted, in order for their application to be considered.

1. Is the applicant a current financial member of HTNZ Inc at the time of their scholarship application being submitted? Yes/No
2. Please provide information about why you want to learn Healing Touch and how would a scholarship assist with that?

Partial Course Fees Scholarship Criteria for Healing Touch NZ Inc

Unit 3: Advanced Healer Preparation

Unit 4: Case Management and Professional Practice

Unit 5: Self-Evaluation and Professional Development

Note: This is a partial fees scholarship. The remaining difference is paid for by the student. Only once full payment has been received is the student's place on the course confirmed.

- All applicants must be a current financial member of HTNZ Inc at the time of their scholarship application being submitted, in order for their application to be considered.

MEMBERSHIP TO HTNZ INC AND HBB, PREVIOUS SCHOLARSHIPS

1. Has the applicant maintained their annual HTNZ Inc membership throughout the courses of study e.g. over subsequent years whilst undertaking the Healing Touch Units? Yes/No
2. Is the applicant a current member of Healing Beyond Borders? Yes/No
3. Has the applicant received a Healing Touch NZ scholarship before? Yes/No

COMMITMENT TO HEALING TOUCH, COURSE OF STUDY & PRACTICE

4. Is the applicant committed to successfully completing the units of study within the Healing Touch programme and does the applicant have an intention/vision for their future with regards to Healing Touch? Clinic? Setting up a practice? Etc
5. Has the applicant assisted with Healing Touch courses or Healing Touch events? Yes/No. If yes, what courses and what events?
6. Has the applicant hosted, assisted, and/or attended Healing Touch practices? Yes/No. If yes, details.
7. Does the applicant intend to qualify as a Healing Touch NZ Practitioner at the earliest opportunity? Yes/No. If yes, when?
8. Does the applicant intend to apply to Healing Beyond Borders for US Certification at the earliest opportunity? Yes/No If yes, when?

COMMUNITY ENGAGEMENT AND CONTRIBUTION

9. Has the applicant actively and regularly engaged with the Healing Touch community? Yes/No. if Yes, how?
10. Has the applicant volunteered in a role/s to assist the development of Healing Touch NZ as an organisation? E.g Secretary, Course Coordinator, Conference Coordinator etc. Yes/No. If yes, what role/s and duration?
11. Has the applicant initiated or contributed to Healing Touch promotional initiatives within their community? Yes/No. If yes, what initiatives? What were the outcomes?
12. Has the applicant fostered relationships and networks within the community to provide opportunities for awareness/access/acceptance of Healing Touch? Yes/No. If yes, explain, outcomes.

Scholarship Committee Process for considering scholarship applications (competitive)

STEP 1: Applications are received at a certain date/deadline so that all applications are considered at one time to compare (competitive). All applicants are advised that their application has been received.

STEP 2: All applications are considered by a committee/advisory group. This group has a Chair. All members in the committee have to declare any conflicts of interest and these are acknowledged and managed. The committee has the knowledge needed to evaluate the applications. The steps for them to consider these applications are:

- 1) Each member of the committee/advisor group looks at each application independently by themselves (before-hand) and scores 1-5 for each application, according to each of the criteria. For each application, the one person already knows that they will be leading out in the next step below. There will be a total overall score for each application.
- 2) All the committee/advisory group get together and talk about each application. The selected person leads out by talking about the application and then there is a group discussion about it. They then agree (consensus) about the **final** score for each criteria for each application.
- 3) Add up **all** scores for each application that has been discussed/agreed upon by the committee/advisory group. This gives a total overall score.

STEP 3: Based on the total score, each application is then ranked by the committee. Even if an application has the same score, the committee can decide which one is better and it moves up in the ranking.

STEP 4: Depending on funding, the top applications are then chosen for support.

STEP 5: All applicants are informed of the outcome of this process.

Each criteria is scored from 1 -5.

1 is the lowest, and 5 is the highest. The higher the number scored the higher the ranking of the application. Highest rank applications over all are those who are awarded a scholarship.