

MINISTRY OF ITAUKEI AFFAIRS

ITAUKEI TRUST FUND BUILDING COMPLEX (NORTH WING)
87 Queen Elizabeth Drive
P O Box 2100
Government Buildings
SUVA, Fiji

Telephone: 3100909 extensions 1076, 1078 or 1079

This Form should be completed and sent to:

**The Manager,
iTaukei Affairs Scholarship Unit,
Ministry of iTaukei Affairs
P O Box 2100,
Government Buildings
Suva.**

FORM F

SCHOLARSHIP APPLICATION

**FOR COURSES AVAILABLE IN OTHER LOCAL
INSTITUTIONS APART FROM USP, FSM, FIT & FORM 7**

NAME: _____

Name of Institution Applying to: _____

STAPLE PHOTO HERE

Be sure that your name is
on the back of the photo

FORM F

INSTRUCTIONS

Each candidate is to complete this form to be written legibly in ink. The following documents **MUST** be submitted with this form:

- (i) Certified copies of the results of external examinations taken at Secondary/Tertiary/University level institutions.
- (ii) One certified copy only of your Birth Certificate (full extract) or Statutory Declaration confirming date of birth.
- (iii) A recent Passport size photograph stapled [**not glued**] to the space provided above.
- (iv) Completed Department of Indigenous Affairs Scholarship Declaration

LEVEL OF PROGRAMME TO BE PURSUED

[Tick the appropriate box]

Diploma

Degree

Postgraduate

Masters

PROGRAMME APPLYING FOR AS ADVERTISED: (eg. Certificate/Trade Certificate/Diploma etc)

1st Choice- Programme _____ Major: _____

2nd Choice- Programme _____ Major: _____

Note : **INCOMPLETE** and **LATE** applications will **NOT** be considered.

1. Surname/Family Name

Other Names

(block letters)

2. Sex: _____ 3. Place of Birth _____ 4. Date of Birth _____

Day / Month/Year

5 (a) Village _____ (b) Mataqali _____ (c) Yavusa: _____

(d) Tikina _____ (e) Yasana: _____

6 (a) Marital Status _____ (b) If married, full name of Spouse: _____

(c) Number of Children : _____ (d) Occupation of Spouse _____

7. Present Residential Address: _____

8. (a) Present Postal Address : _____

_____ (b) Phone Number: _____

(c) Email: _____

9. (a) Name of Father: _____ (b) Occupation: _____

(c) Home Address of Father: _____

10. **EDUCATION/TRAINING RECORD:** Complete the following for each year you attended Secondary School from Form 6

(a)

| FIJI SCHOOL LEAVING CERTIFICATE | | | FORM 7/FOUNDATION STUDIES | | | ANY OTHER QUALIFICATION & YEAR OBTAINED |
|--|-----------------|-----------------|--|-----------------|-----------------|---|
| School: _____ | | | School: _____ | | | |
| Subjects Taken | Results Yr_____ | Results Yr_____ | Subjects Taken | Results Yr_____ | Results Yr_____ | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| Total of English & 3 BEST subjects: _____ | | | Total of English & 3 BEST subjects: _____ | | | |

| Course | Institution & Country | Duration [From to] | Certificate Gained |
|---------------|----------------------------------|---------------------------|---------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

(c) If you are attending or have attended a University Course other than the Foundation Year programme, please state the;

(i) Name of University: _____

(ii) Programme: _____ Year commenced: _____

Year completed: _____

(iii) Details of academic results:-

| Courses or Subjects taken | Year | Grades obtained |
|----------------------------------|-------------|------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |

[If the above space is inadequate, attach a separate sheet]

11. **WORK EXPERIENCE** (for the past 10 years including year of application)

| Employer | Post | Duration-Give Dates | |
|----------|------|---------------------|----|
| | | From | To |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

12. Current Occupation _____

13. (a) If Civil Servant, date of joining the Service? _____

(b) Confirmed in appointment? Yes/No

14.(a) Have you previously been offered a scholarship ? _____

(b) If yes, Name of Scholarship Award?

(i) _____

(ii) _____

(iii) _____

(c) **Programme Pursued:**

(i) _____ Years: From ____ to ____

(ii) _____ Years : From ____ to ____

(iii) _____ Years: From ____ to ____

(d) **Name of Institution:**

(i) _____ Country: _____

(ii) _____ Country: _____

(iii) _____ Country: _____

15. Are you currently serving a bond? _____

16. Is there any other member of your immediate family currently a recipient of a Ministry of Indigenous Affairs Scholarship? **Yes/No** (please circle appropriate answer)

If **Yes**, Please state course & institution: _____

17. Any other information, which you consider relevant to this application?

Applicants Signature

Date

Confidential: To be completed and sent by the Employer.

Employer's Assessment

18. (a) In your opinion, is the applicant academically capable of pursuing the Course?

[Yes/No] If "NO", Why? _____

(b) In which way would this Course satisfy your manpower need?

(c) In what way will this training assist the person in his career development?

(d) Would you recommend him for leave with salary/without salary for the duration of the Course?

19. (a) Name and Signature of Employer: _____
(Print name)

(Signature)

(Job Title)

(b) Address: _____

Phone Number : _____

Date _____

Employer / Company stamp

20. Additional Comments [If any]

**Ministry of iTaukei Affairs Scholarship
DECLARATION**

To be completed and signed by the applicant for a Ministry of iTaukei Affairs funded scholarship for local studies.

I, _____ of _____

Do solemnly and sincerely declare that

1. The information provided by me in my scholarship application is accurate to the best of my knowledge and I acknowledge that the supply of incomplete or false information could result in the termination or withdrawal of the aforesaid scholarship.
2. I hereby authorize the Ministry of iTaukei Affairs, hereinafter referred to as "Ministry", or its agents, access to any information relevant to the granting and tenure of the scholarship.
3. If accepted for the Ministry Scholarship, I:
 - a. obey the laws of the host country and conduct myself accordingly
 - b. agree to undertake my approved course of study as per the terms of the scholarship
 - c. agree to achieve adequate progress in my studies in accordance with the standards set by the Ministry and the institution in which I would be enrolled
 - d. will assist with such evaluation of my scholarship as may be required
4. I accept that if I do not comply with any of the conditions of clause 3 above, that my scholarship may be terminated or withdrawn.
5. I undertake that on completion of the tenure of the scholarship I shall return to Fiji.
6. I make this solemn declaration conscientiously believing the same to be true by virtue of the Statutory Declarations Act 1970.

Declared at _____
 This _____ day of _____
 _____ 20____
 before me and I certify that the declaration was read over and explained in the _____ language to the declarant who appeared fully to understand the meaning thereof.

.....
 (Scholarship Applicant)

_____ Signature
 Full Name of Witness *

Position/Occupation: _____ Date: _____

Full Address: _____

One of the following should witness this document: Justice of Peace, Public Officers of or above the level of Administrator Officer, Magistrate, Barrister and Solicitor, Minister of Religion, Education Officer, Member of Town or Provincial Council.