



## Conditions of The Gerty Ewen Scholarship in Counselling

The Gerty Ewen Scholarship in Counselling (*Scholarship*) is administered in accordance with the following conditions:

### 1. NAME OF SCHOLARSHIP

The Gerty Ewen Scholarship in Counselling.

### 2. PURPOSE OF SCHOLARSHIP

The purpose of the Scholarship is to assist and encourage meritorious counselling students in their second year of studies at The University of Notre Dame Australia, Fremantle (*University*) for whom educational opportunities are limited because of financial need.

### 3. VALUE OF SCHOLARSHIP

The value of the Scholarship is \$5,000 per annum for two years.

### 4. ELIGIBILITY REQUIREMENTS

To be eligible for a Scholarship, applicants must:

- a) Be enrolled full time in their second year of Bachelor of Counselling studies in the School of Arts & Sciences, Fremantle; and
- b) Be able to demonstrate that their educational opportunities are limited due to adverse circumstances as set out in the Selection Criteria.

### 5. SELECTION COMMITTEE

The Selection Committee for the Scholarship will comprise:

- a) The Pro Vice Chancellor and Head of Fremantle Campus (or nominee).
- b) The Dean of the School of Arts & Sciences, Fremantle (or nominee); and
- c) The Counselling Coordinator, Bachelor of Counselling (or nominee).

### 6. SELECTION CRITERIA

The Scholarship is awarded to the applicant who, in the opinion of the Selection Committee, best demonstrates through their application and supporting documentation:

- a) Financial need;
- b) Personal circumstances which warrant special consideration;
- c) Personal qualities and motivation; and
- d) Academic merit.

### 7. SELECTION PROCESS

- a) The Scholarship will be advertised on the University website in the year preceding the award of the Scholarship.
- b) Written applications setting out compliance with the Eligibility Requirements and addressing the Selection Criteria must be made on the application form available from the University website.
- c) Applications will be submitted to the Office of University Relations, Fremantle.
- d) The Selection Committee may interview selected applicants if it wishes to do so.
- e) The successful recipient will be notified in writing by the Office of University Relations.
- f) If in any one year the Selection Committee forms the view that there are no applicants of sufficient merit, the Scholarship will not be awarded for that year.

### 8. DURATION OF SCHOLARSHIP

- a) A Scholarship will be tenable for the remainder of the recipient's degree, equivalent to two years full time study.
- b) The Scholarship is not transferable to another degree, Notre Dame Campus or another University.

## **9. METHOD OF PAYMENT**

- a) Scholarship funds will be paid directly to the student as determined by the University.
- b) Recipients are required to complete a Gift Expenditure Form for payment of funds.
- c) Scholarship funds will be paid in two instalments, at the beginning of Semesters 1 and 2. The second payment will be dependent on the recipient continuing to satisfy the Conditions set out in clause 10.

## **10. CONDITIONS OF CONTINUATION**

The Scholarship will continue to be paid subject to the recipient:

- a) Maintaining satisfactory performance each semester; and
- b) Maintaining full time enrolment.

The recipient forfeits the Scholarship if they:

- a) Fail to meet the requirement in a) and b) above;
- b) Are found to have behaved in a manner that is in breach of the University's Student Code of Conduct or is the subject of disciplinary action under the University's General Regulations;
- c) Discontinue their degree in Counselling;
- d) Take a leave of absence; or
- e) Defer their enrolment for a period greater than 12 months.

In the event that the recipient fails to comply with the Conditions set out above they may make an application in writing to the Dean of the School of Arts & Sciences, outlining the circumstances and reasons relating to their personal situation, in which case the Dean has discretion to determine the ongoing status of the Scholarship.

## **11. STUDENT REQUIREMENTS**

Scholarship recipients are required to:

- a) Submit a mid-year and end of year report to the Vice Chancellor, outlining their progress, in accordance with the following requirements:
  - i. Reports should include academic results for the semester, an update regarding the circumstances which warrant the recipient to be in receipt of the Scholarship, and other relevant feedback;
  - ii. The Office of University Relations will notify the Scholarship recipients of the report submission due dates;
  - iii. Reports should be sent to the Office of University Relations and they will be forwarded to the Vice Chancellor; and
- b) Participate in any publications, media and events related to the award of the Scholarship.

## **12. ADMINISTERING BODY**

The Scholarship is administered by the School of Arts & Sciences, Fremantle and the Office of University Relations, Fremantle.

## **13. PUBLICATIONS**

Any thesis, dissertation or other publications resulting from research undertaken by the recipient while in receipt of the Scholarship must acknowledge the assistance of the Scholarship and carry the University by-line.

## **14. PRIVACY**

The University will collect, use, hold and disclose personal information in accordance with the Privacy Act 1988 (Commonwealth) and the University's Privacy Policy.

## **15. GENERAL PRINCIPLES**

- a) These Conditions must comply with any University Regulations regarding the awarding of scholarships and prizes.
- b) The Vice Chancellor may vary the Conditions of the Scholarship at any time.

<b>Purpose:</b>	The purpose of the Scholarship is to assist and encourage meritorious counselling students in their second year of studies at The University of Notre Dame Australia, Fremantle for whom educational opportunities are limited because of financial need.
<b>Responsible Executive:</b>	Director – Advancement, Office of University Relations, Fremantle
<b>Responsible Office:</b>	Office of University Relations
<b>Contact Officer:</b>	Scholarship Program Manager, Office of University Relations, Fremantle
<b>Effective Date:</b>	April 2020
<b>Campus Applicability:</b>	Fremantle
<b>Modification History:</b>	