The Fremantle Heart Patients Support Group - Hugh Jones Memorial Scholarship (Scholarship) has been established with a donation made by the Fremantle Heart Patients Support Group to honour their founder Mr Hugh Jones, who passed away in December 2013.

The Scholarship is administered in accordance with the following conditions:

1. **NAME OF SCHOLARSHIP**
   The Fremantle Heart Patients Support Group - Hugh Jones Memorial Scholarship.

2. **PURPOSE OF SCHOLARSHIP**
   The Scholarship is to assist and encourage a third year medical student, for whom educational opportunities are limited because of financial or personal hardship.

3. **VALUE OF SCHOLARSHIP**
   The value of the Scholarship is $2,500 per annum.

4. **ELIGIBILITY REQUIREMENTS**
   To be eligible for a Scholarship, applicants must:
   a) Be enrolled in MED 300 in the School of Medicine, Fremantle for the scholarship year; 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 Dean of the School of Medicine, Fremantle (or nominee);
   b) The Manager, Campus Ministry, Fremantle Campus (or nominee); and
   c) A representative of the Fremantle Heart Patients Support Group (or nominee).

6. **SELECTION PROCESS**
   a) Written applications setting out compliance with the eligibility requirements and addressing the selection criteria must be made on the application form available from the Office on University Relations on the Fremantle website.
   b) Applications will be reviewed by the Office of University Relations for the purposes of developing a short list of no more than ten applicants to submit to the Selection Committee.
   c) The Selection Committee might choose to interview the short-listed applicants if they wish to do so.

7. **SELECTION CRITERIA**
   In making their recommendation as to which applicant shall receive the Scholarship the Selection Committee will consider:
   a) The demonstrated financial need of the applicant;
   b) Any responsibility the applicant may have for others (for example, significant carer responsibilities);
   c) Personal circumstances or background which warrants special consideration;
   d) The ways in which the award of the Scholarship would assist the applicant;
   e) Academic merit; and
   f) Any other matters deemed relevant by the Selection Committee.
8. **APPLICATION PROCEDURE**
   a) Scholarships will be advertised annually in September of the year preceding the year in which the Scholarship is to be awarded.
   b) Applications must be submitted to the Senior Development Officer, Office of University Relations, Fremantle by the advertised closing date.

9. **DURATION OF SCHOLARSHIP**
   A Scholarship will be tenable for the equivalent of one year full time study.

10. **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) Award funds will be paid in two instalments, at the beginning of semesters 1 and 2, providing the student’s Satisfactory Academic Progress has been confirmed by the School.

11. **REPORTING REQUIREMENTS**
    a) Scholarship recipients are required to submit a mid-year and end of year report to the donors, outlining their progress throughout the year.
    b) 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.
    c) Failure to adhere to these requirements in a timely matter will result in Scholarship funding being terminated.
    d) The Senior Development Officer, Office of University Relations, will notify the Scholarship recipients of any relevant due dates.
    e) Reports should be sent to the Senior Development Officer, Office of University Relations, who will forward to the donor.

12. **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 medicine;
    d) Take a leave of absence; or
    e) Defer their enrolment for a period greater than 12 months.

    The exception to this is if the recipient makes an application in writing to the Dean of the School of Medicine, outlining the circumstances and reasons relating to their personal situation. The Dean has discretion to determine the ongoing status of the Scholarship.

13. **ADMINISTERING BODY**
    The Scholarship will be administered by the School of Medicine, Fremantle and the Office of University Relations, Fremantle.

14. **UNIVERSITY REGULATIONS**
    Any regulations regarding the awarding of this Scholarship must comply with these Terms and Conditions.

15. **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.

16. **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.
17. **GENERAL PRINCIPLES**
   
a) These Conditions must comply with any University Regulations regarding the awarding of scholarships and prizes.

b) The Vice Chancellor, in consultation with the donors, may vary the Conditions of the Scholarship at any time.

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<th>Purpose:</th>
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