



# Conditions of The Shire of Christmas Island Scholarship

The Shire of Christmas Island Scholarship (*Scholarship*) is administered in accordance with the following conditions:

**1. NAME OF SCHOLARSHIP**

The Shire of Christmas Island Scholarship.

**2. PURPOSE OF SCHOLARSHIP**

The purpose of the Scholarship is to assist a Year 12 student from the Christmas Island District High School who wishes to commence their undergraduate studies at The University of Notre Dame Australia, Fremantle (*University*).

These students will have demonstrated drive and commitment to achieve academically, despite financial hardship or other personal difficulty. The Scholarship may support a student who wishes to study in any School at the University's Fremantle Campus.

**3. VALUE OF SCHOLARSHIP**

The value of each Scholarship is \$5,000 per annum.

**4. ELIGIBILITY REQUIREMENTS**

To be eligible for the Scholarship, applicants must:

- a) Have graduated or be due to graduate from full time Year 12 studies at the Christmas Island District High School in the year immediately prior to the year in which the Scholarship commences;
- b) Have been accepted as a full time first year student in an undergraduate degree or Tertiary Pathway Program student at the University;
- c) Be planning to undertake their studies at the University internally;
- d) 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 Chief Executive Officer of the Shire of Christmas Island (or nominee);
- b) The Principal of the Christmas Island District High School (or nominee); and
- c) The University Pro Vice Chancellor and Head of Fremantle Campus (or nominee).

**6. SELECTION CRITERIA**

The Scholarship will be awarded by the Selection Committee to an eligible applicant using an equal weighting allocation to each of the following criteria:

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

Students who are enrolled in their first year of studies in an undergraduate degree at the University and have completed Year 12 ATAR subjects will be given first preference. If insufficient suitable applications are received from such students, the Selection Committee will then consider applications from students enrolled in the University's Tertiary Pathway Program.

**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 successful recipient will be notified in writing by the Office of University Relations.
- e) If in any year there are no eligible students, the Scholarship will not be awarded.

#### **8. DURATION OF SCHOLARSHIP**

- a) Subject to the conditions in Clause 11 below, the Scholarship will be tenable for the equivalent of one year full time study.
- b) The Scholarship is not transferable to another degree, Notre Dame Campus or another University.

#### **9. CONCURRENT SCHOLARSHIPS**

The Scholarship can be held concurrently with another University scholarship.

#### **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) Scholarship funds will be paid in two instalments, at the beginning of Semesters 1 and 2. The second payment will be dependent on the student's Satisfactory Academic Progress being confirmed by the School.

#### **11. 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;
- 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 relevant School, outlining the circumstances and reasons relating to their personal situation. The Dean has discretion to determine the ongoing status of the Scholarship.

#### **12. STUDENT REQUIREMENTS**

Scholarship recipients are required to:

- a) Submit a mid-year and end of year report to the donor, outlining their progress;
  - 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 donor.
- b) Participate in any publications, media and events related to the award of the Scholarship.

#### **13. ADMINISTERING BODY**

The Scholarship is administered by the Office of University Relations, Fremantle.

#### **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, in consultation with the donor, may vary the Conditions of the Scholarship at any time.

<b>Purpose:</b>	<p>The purpose of the Scholarship is to assist a Year 12 student from the Christmas Island District High School who wishes to commence their undergraduate studies at The University of Notre Dame Australia, Fremantle.</p> <p>These students will have demonstrated drive and commitment to achieve academically, despite financial hardship or other personal difficulty. The Scholarship may support a student who wishes to study in any School at the University's Fremantle Campus.</p>
<b>Responsible Executive:</b>	Director, 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>	January 2016
<b>Campus Applicability:</b>	Fremantle
<b>Modification History:</b>	