The John Joseph Magee PSM Scholarship (Scholarship) is administered in accordance with the following conditions:

1. **NAME OF SCHOLARSHIP**
   The John Joseph Magee PSM Scholarship.

2. **PURPOSE OF SCHOLARSHIP**
   The purpose of the Scholarship is to assist and encourage students who have demonstrated drive and commitment to achieve academically, despite financial hardship or other personal difficulty, in order to commence or continue their studies at the Fremantle Campus of The University of Notre Dame Australia (University).

3. **VALUE OF SCHOLARSHIP**
   The value of the Scholarship is $3,000 per annum.

4. **ELIGIBILITY REQUIREMENTS**
   To be eligible for the Scholarship, applicants must:
   a) Be enrolled full time at the Fremantle Campus; and
   b) Be undertaking their studies internally.

5. **SELECTION COMMITTEE**
   The Selection Committee for the Scholarship will comprise:
   a) The Pro Vice Chancellor & Head of Fremantle Campus (or nominee);
   b) The Manager, Campus Ministry, Fremantle Campus (or nominee); and
   c) The Director, Office of University Relations (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 and any other personal circumstances which warrant special consideration;
   b) Drive and commitment to achieve academically;
   c) Exemplary community service, personal volunteer efforts and active involvement in helping others; and
   d) Academic merit.

7. **SELECTION PROCESS AND AWARDED 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) The Selection Committee will interview selected applicants if required.
   d) The successful recipient will be notified in writing by the Office of University Relations.

8. **DURATION OF SCHOLARSHIP**
   A Scholarship will be tenable for the equivalent of one year full time study. If in any year there are no applicants of sufficient merit, no Scholarship will be awarded.

9. **CONCURRENT SCHOLARSHIPS**
   A recipient of the Scholarship may hold it in conjunction with another scholarship awarded by The University of Notre Dame Australia.
10. **AWARDING PROCEDURE**
The Scholarship will be awarded by the University on the recommendation of the Selection Committee.

11. **METHOD OF PAYMENT**
   a) Scholarship funds will be paid directly to the recipient 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. The second payment will be dependent on the student’s Satisfactory Academic Progress being confirmed by the School.

12. **CONDITIONS OF CONTINUATION**
The Scholarship will continue to be paid subject to the recipient:
   a) Maintaining satisfactory performance; 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 at the University;
   d) Take a leave of absence; or
   e) Defer their enrolment for a period greater than 12 months.

The Vice Chancellor may, at her sole discretion, allow a recipient to retain the Scholarship despite them failing to satisfy the conditions set out above. In order for the Vice Chancellor to consider exercising this discretion, the recipient must make an application in writing to the University, outlining the circumstances and reasons for their failure to comply with the conditions.

13. **STUDENT REQUIREMENTS**
   a) Scholarship recipients are required to submit a mid-year and end-of-year report to the donor, outlining their progress.
   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) The Senior Development Officer, Office of University Relations, will notify the Scholarship recipients of the report submission due dates.
   d) Reports should be sent to the Senior Development Officer, Office of University Relations.
   e) Scholarship recipients are required to participate in any publications, media and events related to the award of the Scholarship.

14. **ADMINISTERING BODY**
The Scholarship is administered the Office of University Relations, Fremantle.

15. **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.

16. **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.
<table>
<thead>
<tr>
<th><strong>Purpose:</strong></th>
<th>The purpose of the Scholarship is to assist and encourage students who have demonstrated drive and commitment to achieve academically, despite financial hardship or other personal difficulty, in order to commence or continue their studies at the Fremantle Campus of The University of Notre Dame Australia.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Responsible Executive:</strong></td>
<td>Director, Office of University Relations</td>
</tr>
<tr>
<td><strong>Responsible Office:</strong></td>
<td>Office of University Relations</td>
</tr>
<tr>
<td><strong>Contact Officer:</strong></td>
<td>Development Manager</td>
</tr>
<tr>
<td><strong>Effective Date:</strong></td>
<td>January 2017</td>
</tr>
<tr>
<td><strong>Campus Applicability:</strong></td>
<td>Fremantle</td>
</tr>
<tr>
<td><strong>Modification History:</strong></td>
<td>---</td>
</tr>
</tbody>
</table>