

The Knights of the Southern Cross Waldron Education Scholarship (*Scholarship*) is administered in accordance with the following conditions:

**1. NAME OF SCHOLARSHIP**

The Knights of the Southern Cross Waldron Education Scholarship.

**2. PURPOSE OF SCHOLARSHIP**

The Scholarship is to assist and encourage meritorious students enrolled in the School of Education, Fremantle at The University of Notre Dame Australia (*University*), to commence a teaching degree with a view to teach in the Catholic Education System.

**3. VALUE OF SCHOLARSHIP**

One cash Scholarship, equal to the total of the annual income earned on the endowment fund, will be awarded each year.

**4. ELIGIBILITY REQUIREMENTS**

To be eligible for the Scholarship, applicants must:

- a) Be enrolled in the first year of one of the following courses:
  - i) Bachelor of Education; or
  - ii) Master of Education; or
  - iii) Master of Teaching;
- b) Be enrolled on a full time basis; and
- c) Be undertaking their studies internally.

**5. SELECTION COMMITTEE**

The Selection Committee for the Scholarship will comprise:

- a) The Dean of the School of Education, Fremantle Campus (or nominee);
- b) The Executive Director of Admissions & Student Services, Fremantle Campus (or nominee); and
- c) A representative of the Knights of the Southern Cross.

**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;
- d) Community service; and
- e) 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.
- e) The successful recipient will be notified in writing by the Office of University Relations.
- f) If in any one year, there are no applicants of sufficient merit, no Scholarship will 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; and
- b) Continuing to satisfy the Eligibility Requirements set out in clause 4.

The recipient forfeits the Scholarship if they:

- a) Fail to meet the requirements in subparagraphs 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) Take a leave of absence; or
- d) Defer their enrolment for a period greater than 12 months.

Notwithstanding the recipient failing to meet the Conditions of Continuation set out in clause 11, the Dean of the School of Education, Fremantle may allow the continuation of the Scholarship if, at their sole discretion, there are exceptional circumstances put forward by the recipient to warrant continuation 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 School of Education, Fremantle, and 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>	The Scholarship is to assist and encourage meritorious students enrolled in the School of Education, Fremantle at The University of Notre Dame Australia, to commence a teaching degree with a view to teach in the Catholic Education System.
<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>	October 2016
<b>Campus Applicability:</b>	Fremantle
<b>Modification History:</b>	