



The Practicum Support Scheme (*Grant*) has been established by the University in accordance with the University's Student Equity Framework. The Scheme is supported by the Higher Education Participation and Partnerships Program (HEPPP) and philanthropic funds. The Grant is administered in accordance with the following conditions:

1. NAME OF GRANT

The Practicum Support Scheme

2. PURPOSE OF SCHOLARSHIP

The purpose of the Grant is to provide financial support to diploma, undergraduate and postgraduate students undertaking compulsory, full-time practicum placements as part of their study at The University of Notre Dame Australia (*University*) who are experiencing financial hardship.

3. VALUE OF GRANT

The value of the Grant will be either \$500 for practicums between 4-8 weeks in length; or \$1,000 for practicums over 9 weeks in length.

4. ELIGIBILITY REQUIREMENTS

To be eligible for the Grant, applicants must:

- a) Be currently enrolled in a diploma, undergraduate or postgraduate program at The University of Notre Dame Australia.
- b) Be enrolled in a full-time, compulsory practicum of four (4) or more consecutive weeks in the relevant study period.

5. SELECTION COMMITTEE

The Grant Selection Committee will comprise of staff from the University and include representation from each School to which Grants are allocated.

6. SELECTION CRITERIA

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

- a) Students from these Equity cohorts:
 - i. Aboriginal and Torres Strait Islander people.
 - ii. Low socio-economic area as determined by permanent home address.
 - iii. Rural, regional, or remote background as determined by permanent home address.
- b) Financial need, such as:
 - i. Receipt of government means-tested support payments.
 - ii. Financial hardship evidenced through low-income or a short statement of specific need.
 - iii. Significant additional costs associated with practicum placement (e.g., relocation costs)
- c) Personal circumstances impacting educational opportunities:
 - i. Carer or parenting responsibilities.
 - ii. Refugee or asylum seeker background.
 - iii. Students living with a disability or long-term medical condition.
 - iv. Students from non-English speaking backgrounds.

7. APPLICATION AND SELECTION PROCESS

- a) Applications must be made via the University website.
- b) Selections will be made based on assessment of the application and any supporting documentation demonstrating the eligibility and selection criteria.
- c) All applicants will be notified of an outcome via email.
- d) The University reserves the right not to award the Grant.

8. DURATION OF GRANT

- a) The Grant will be tenable for the relevant study period (one semester).
- b) The Grant is not transferable to any other organisation or institution.

9. CONCURRENT SCHOLARSHIPS

The Grant can be held concurrently with another University scholarship.

10. METHOD OF PAYMENT

- a) Grant funds will be paid directly to the student as determined by the University.
- b) Recipients are required to provide payment details for payment of funds.
- c) Grant funds will be paid in one instalment.

11. STUDENT REQUIREMENTS

Grant recipients:

- a) May be invited to participate in publications, media and events related to the award of the Grant.
- b) Are required to complete an evaluation survey at the end of the relevant study period.

12. ADMINISTERING BODY

The Grant is administered by The University of Notre Dame Australia.

13. PRIVACY

The University is committed to the principles contained in the Privacy Act 1988 (Commonwealth) and the Privacy Amendment (Private Sector) Act 2000 (Commonwealth) and will not disclose any personal information (as defined in the Privacy Act) relating to this Grant to any third party without the written consent of the applicant as obtained by the student declarations on the student application form.

The University may share personal information obtained through (the Grant application) with third parties where the third party is a member of a selection committee as described in sections (5) Selection Committee and (7) Application and Selection Process above. This information is shared for the purposes of selection only.

For reporting, the University may also share personal information for the purposes of the student meeting the student requirements clause, Clause 11 or Clause above; or where the student agrees to participate in publications, media and events related to the award of the Grant. This may include arranging for media opportunities that include the student and the third-party donor.

14. 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 Grant at any time.

Purpose:	The purpose of the Grant is to provide financial support to diploma, undergraduate and postgraduate students undertaking compulsory, full-time practicum placements as part of their degree study at The University of Notre Dame Australia (<i>University</i>) who are experiencing financial hardship.
Responsible Executive:	Pro Vice Chancellor, Student Experience
Responsible Office:	Student Success
Contact:	scholarships@nd.edu.au
Effective Date:	July 2023
Campus Applicability:	National
Modification History:	November 2023