



## Conditions of The Chisholm Catholic College Scholarship

The Chisholm Catholic College Scholarship (*Scholarship*) is administered in accordance with the following conditions:

### 1. NAME OF SCHOLARSHIP

The Chisholm Catholic College Scholarship.

### 2. PURPOSE OF SCHOLARSHIP

The purpose of the Scholarship is to assist a Year 12 student from Chisholm Catholic College who wishes to commence their undergraduate studies in any school at The University of Notre Dame Australia, Fremantle (*University*).

### 3. VALUE OF SCHOLARSHIP

The value of the Scholarship is the tuition fees in the recipient's first academic year only, up to a maximum of \$12,000.

Chisholm Catholic College will contribute \$6,000 to the Scholarship each year. If the Scholarship recipient enrolls in a course with fees in excess of this amount, the additional tuition fees, up to a maximum of \$6,000, will be met by the University, following the Vice Chancellor's approval. If the fees are less than \$6,000 the excess will be carried over to the following year.

### 4. ELIGIBILITY REQUIREMENTS

To be eligible for consideration, applicants must:

- a) Have graduated or be due to graduate from full time Year 12 studies at Chisholm Catholic College in the year immediately prior to the year in which the Scholarship commences;
- b) Be enrolled in an undergraduate degree at the Fremantle Campus of the University; and
- c) Be able to demonstrate drive and commitment to achieve academically, despite financial hardship or other personal difficulty.

### 5. SELECTION COMMITTEE

The Selection Committee for the Scholarship will comprise:

- a) The Principal of Chisholm Catholic College (or nominee); and
- b) The Executive Director, Admissions & Student Services, Fremantle (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;
- b) Personal circumstances which warrant special consideration;
- c) Personal qualities and motivation;
- d) Community service and contribution to school; and
- e) Academic merit.

### 7. SELECTION PROCESS

- a) The Scholarship will be advertised on the University website in the year preceding the award and promoted to Chisholm Catholic College students.
- 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 must be submitted to the Office of University Relations, Fremantle Campus.
- d) The Principal of Chisholm Catholic College will review the applications in consultation with appointed staff members.

- e) Selection of the recipient will be based on the applicant's academic record and contribution to school and community life, as presented in the application form, supporting documents and admission interview.
- f) The Selection Committee will interview selected applicants if required.
- g) The Scholarship recipient will be announced at the Chisholm Catholic College February Assembly and it will be awarded by the University at the annual University Awards Ceremony.
- h) 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 cannot be held concurrently with any other tuition fees University scholarship.

#### **10. METHOD OF PAYMENT**

- a) The recipient's course fees will be offset by the Fees Office on the advice from the Office of University Relations.
- b) Recipients are required to complete a Gift Expenditure Form for transfer 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) Take a leave of absence; or
- d) 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 relevant Dean 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 will be 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>	The purpose of the Scholarship is to assist a Year 12 student from Chisholm Catholic College who wishes to commence their undergraduate studies in any school at The University of Notre Dame Australia, Fremantle
<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>	August 2016
<b>Campus Applicability:</b>	Fremantle
<b>Modification History:</b>	September 2017