

The Fr PJ McGuire Scholarship (*Scholarship*) is administered in accordance with the following conditions:

**1. NAME OF SCHOLARSHIP**

The Fr PJ McGuire Scholarship.

**2. PURPOSE OF SCHOLARSHIP**

The purpose of the Scholarship is to support students of Aboriginal or Torres Strait Islander descent, with a preference for Kimberley students, studying at the Broome, Fremantle, or Sydney Campus of The University of Notre Dame Australia (*University*).

**3. VALUE OF SCHOLARSHIP**

The value of the Scholarship is \$2,500 per annum.

**4. ELIGIBILITY REQUIREMENTS**

To be eligible for the Scholarship, applicants must:

- a) Be and state that he/she identifies as an Aboriginal or Torres Strait Islander person and is recognised by his/her community as a person of Aboriginal or Torres Strait Islander descent;
- b) Be enrolled or accepted for enrolment in an Undergraduate, Postgraduate or VET course at The University of Notre Dame Australia;
- c) Be undertaking their studies internally; and
- 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 Pro Vice Chancellor & Head of Fremantle Campus (or nominee);
- b) The National Director, Indigenous Education (or nominee); and
- c) The Manager, Student Recruitment Office (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, including a permanent home address in the Kimberley Region of Western Australia; and
- c) Personal qualities and motivation;

**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 recipient 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 per year. 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) 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.

## **12. STUDENT REQUIREMENTS**

Scholarship recipients are required to:

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

## **13. ADMINISTERING BODY**

The Scholarship is administered 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 representatives of the donor, may vary the Conditions of the Scholarship at any time.

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| <b>Purpose:</b>               | The purpose of the Scholarship is to support students of Aboriginal or Torres Strait Islander descent, with a preference for Kimberley students, studying at the Broome, Fremantle, or Sydney Campus of The University of Notre Dame Australia. |
| <b>Responsible Executive:</b> | Director, Office of University Relations, Fremantle   |
| <b>Responsible Office:</b>    | Office of University Relations, Fremantle   |
| <b>Contact Officer:</b>       | Scholarship Program Manager, Office of University Relations, Fremantle  |
| <b>Effective Date:</b>        | May 2017  |
| <b>Campus Applicability:</b>  | Fremantle   |
| <b>Modification History:</b>  |   |