

St John of God Health Care aims to enable students to seek exceptional practical learning experiences to enhance their learning, improve their potential as doctors, and make a contribution to the University, the medical profession and the broader community.

To this end, St John of God Health Care has established scholarships to be awarded each year to students enrolled in the School of Medicine at The University of Notre Dame Australia, Fremantle, who fulfil the criteria set out in these Conditions. The Scholarship has been established in recognition of Dr Michael Quinlan and his significant contribution to medical education, clinical services and the Catholic Church.

The Scholarship is administered in accordance with the following conditions:

## 1. NAME OF SCHOLARSHIP

The St John of God Health Care - Dr Michael Quinlan Medical Elective Scholarship (*Scholarship*).

## 2. PURPOSE OF SCHOLARSHIP

The purpose of the Scholarship is to support the costs of travel, board, accommodation and administration fees for overseas or national elective placements undertaken by final year medical students of The University of Notre Dame Australia, Fremantle (*University*).

## 3. VALUE OF SCHOLARSHIP

A total of \$10,000 is available annually to be distributed:

- a) Up to two scholarships for students undertaking an overseas placement to the value of \$5,000;
- b) And/or:
  - i. One scholarship to the value of \$5,000 for a student undertaking a placement in a disadvantaged community; and
  - ii. Two scholarships to the value of \$2,500 each for two students undertaking placements.

## 4. ELIGIBILITY REQUIREMENTS

To be eligible for the Scholarship, applicants must:

- a) Be currently enrolled in the School of Medicine, Fremantle.
- b) Have successfully completed their requirements for their final year elective;
- c) Be a student of good standing; and
- d) Have chosen either an overseas location or a disadvantaged area within Australia for their elective placement.

## 5. SELECTION COMMITTEE

The Selection Committee for the Scholarship will comprise:

- a) Dr Michael Quinlan (or nominee);
- b) St John of God Director of Medical Services and Strategy (or nominee);
- c) The Dean of the School of Medicine, Fremantle (or nominee); and
- d) The Manager, Campus Ministry, 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) Community service, including a strong social justice philosophy for developing countries or marginalised groups; and
- c) Academic Merit.

## 7. SELECTION PROCESS

- a) The Scholarship will be advertised on the University website in the year of 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 and accompanied by:
  - i. A brief curriculum vitae including present and previous relevant work and volunteer experience;
  - ii. The elective proposal; and
  - iii. A letter of recommendation from the Associate Dean Clinical.
- c) Applications will be submitted to the Office of University Relations, Fremantle.
- d) The Selection Committee will interview selected applicants.
- e) The successful recipient will be notified in writing by the Office of University Relations.
- f) If in any year there are no eligible students, the Scholarship will not be awarded.

## 8. CONDITIONS OF SCHOLARSHIP

Scholarships are awarded on the condition that the recipient undertakes the elective placement outlined in their successful Scholarship application. If an elective placement is changed or the student does not undertake the elective, the scholarship may be awarded to another applicant as determined by the Selection Committee, based on the Selection Criteria.

To retain this award, recipients are required to:

- a) Achieve Satisfactory Progress (as that term is defined in the University's General Regulations) from the time the Scholarship is awarded until the elective placement is completed;
- b) Continue to satisfy the eligibility requirements set out in Clause 4;
- c) Comply with the reporting obligations as set out in Clause 11;
- d) Comply with the Objects of the University and any applicable regulations, policies and procedures; and
- e) Not be found to have committed misconduct.

In the event that the recipient fails to satisfy any of the abovementioned conditions, the University reserves the right to revoke the Scholarship and require repayment by the Student of any amounts already paid to them.

## 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 one instalment.

## 11. STUDENT REQUIREMENTS

Scholarship recipients are required to:

- a) Submit a report at the end of their elective to the School of Medicine and the Office of University Relations. The report will be forwarded to the Selection Committee. The report must reflect on their elective experience and the ways the Scholarship assisted them.
- b) Potentially make a presentation on their experiences to the Selection Committee and/or to students and staff of the University following completion of their elective.
- c) Participate in any publications, media and events related to the award of the Scholarship.

## 12. ADMINISTERING BODY

The Scholarship is administered by the School of Medicine, Fremantle, and the Office of University Relations, Fremantle.

## 13. 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.

## 14. 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 support the costs of travel, board, accommodation and administration fees for overseas or national elective placements undertaken by final year medical students of 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, Fremantle
<b>Contact Officer:</b>	Scholarship Program Manager, Office of University Relations, Fremantle
<b>Effective Date:</b>	November 2010
<b>Campus Applicability:</b>	Fremantle
<b>Modification History:</b>	Review and modification Clause 7b & 8a March 2012, Clauses 3b, 7a, 8d and 9a June 2012, Clause 12a September 2012, Clause 1, 3a and 3b , 4b, 7b, 8a, 8d, 10, 11, and 13 May 2013