



Conditions of The HELYRON Education Scholarship

The HELYRON Education Scholarship (*Scholarship*) is administered in accordance with the following conditions:

1. NAME OF SCHOLARSHIP

The HELYRON Education Scholarship.

2. PURPOSE OF SCHOLARSHIP

The Scholarship is to assist and encourage meritorious students, for whom educational opportunities are limited because of financial need, to commence a teaching degree at The University of Notre Dame Australia, Fremantle (*University*), through providing assistance with their education related expenses and by meeting the cost of their course tuition fees for their first year of studies.

3. VALUE OF SCHOLARSHIP

The value of each Scholarship is a cash payment of \$3,000 plus the recipient's course tuition fees being waived for the recipient's first year of studies.

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;
- c) Be a citizen of permanent resident of Australia;
- d) Have completed their secondary education at a Catholic School in Western Australia;
- e) Be able to demonstrate that their educational opportunities are limited due to financial need as evidenced by:
 - i) The receipt of a means tested Commonwealth income support payment (such as Youth Allowance, Health Care Card, Austudy, or ABSTUDY); or
 - ii) The provision of a statutory declaration/s demonstrating financial need; and
- f) Have their application for the Scholarship endorsed by their school Principal if the applicant is a first year Bachelor of Education as listed in 4.a) i).

5. SELECTION COMMITTEE

The Selection Committee for the Scholarship will comprise:

- a) The Dean of the School of Education (or nominee);
- b) The Executive Director of Admissions & Student Services (or nominee); and
- c) A member of the donor's family (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
- 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) The Scholarship will be awarded by the University at the annual University Awards Ceremony.
- g) 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 cannot be held concurrently with any other tuition fees University scholarship.

10. METHOD OF PAYMENT

- a) The cash component of the Scholarship value will be paid directly to the student and 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 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 each semester; and
- b) Maintaining full time enrolment in the degree for which they were enrolled in when the Scholarship was offered.

The recipient forfeits the Scholarship if they:

- a) Fail to meet the requirements 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 Dean of the School of Education, Fremantle 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 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.

Purpose:	The Scholarship is to assist and encourage meritorious students, for whom educational opportunities are limited because of financial need, to commence a teaching degree at The University of Notre Dame Australia, Fremantle, through providing assistance with their education related expenses and by meeting the cost of their course tuition fees for their first year of studies.
Responsible Executive:	Director, Office of University Relations, Fremantle
Responsible Office:	Office of University Relations
Contact Officer:	Scholarship Program Manager, Office of University Relations, Fremantle
Effective Date:	December 1991
Campus Applicability:	Fremantle
Modification History:	August 2016