General Conditions for Scholarships for Coursework Students

Scholarships and prizes awarded at The University of Western Australia are governed by Statute 31. Most University scholarships and prizes have specific conditions which are available on this web site (http://spe.publishing.uwa.edu.au/) Specific conditions for individual scholarships are to be read in conjunction with these General Conditions for Scholarships for Coursework Students.

Note: Scholarships governed by conditions are marked with an * (asterisk) on the Scholarships, Prizes and Endowments web site. (http://spe.publishing.uwa.edu.au/)

Definitions

In these conditions -

a ‘scholarship’ is a sum of money awarded to a student to cover or contribute towards the costs associated with studying for a degree, diploma or certificate of the University;

‘the Scholarships Committee’ is the Scholarships Committee of the Academic Board;

‘the University’ is The University of Western Australia.

Value

1. (1) The value of a scholarship is normally stated in the conditions for the individual scholarship.

(2) The minimum value of a scholarship is not less than the Commonwealth Education Costs Scholarship (CECS)\(^1\), awarded as part of the Commonwealth Learning Scholarships Programme (CLS), at the time of the establishment of the scholarship.

1. Insert Link to CECS conditions

Selection Criteria

2. (1) The criteria on which a scholarship may be awarded are one or more of the following:

(a) academic achievement ;

(b) financial hardship;

(c) equity and diversity opportunities including educational disadvantage associated with gender;

(d) Indigenous student status;

(e) demonstration of other outstanding achievements, abilities, leadership or community service;
(2) The criteria on which an individual scholarship is awarded are set out in the conditions for that scholarship.

(3) Even if a candidate meets the selection criteria for a scholarship, a scholarship is awarded only if, in the opinion of the selection committee, there is a candidate of sufficient merit.

Academic Achievement

3. Academic achievement is assessed by the selection committee having regard to the student’s academic record or, in the case of a student enrolling at the University for the first time, whatever record is considered relevant by the administering body.

Financial Hardship

4.(1) For scholarships awarded on the basis of financial hardship, students must be able to demonstrate financial hardship -

(a) through being in receipt of a means tested Commonwealth income support payment (such as Youth Allowance, Austudy, AbStudy, disability support pension, Veteran Entitlements payment or another income-tested benefit or pension) in the year in which the scholarship is awarded; or
(b) on the basis of a comprehensive assessment of financial hardship conducted by a working party comprising:
   (i) the Chair of the Undergraduate Scholarships Sub-Committee; or nominee; and
   (ii) the Manager of the Scholarships Office.
(2) The Manager of the Scholarships Office may delegate their responsibilities under this condition to the Undergraduate Scholarships Officer.

Equity and Diversity Opportunities

5. Students who may be considered eligible for a scholarship that provides equity and diversity opportunities to disadvantaged students include, but are not limited to -

(a) students demonstrating financial hardship as defined in 4;
(b) students with a disability as defined under the Equal Opportunity Act of Western Australia;
(c) students from a non-English speaking background;
(d) students from a rural background who have relocated from a locality that belongs to one of the following ASGC Remoteness Areas Classifications:

Inner Regional Australia (IR)
Outer Regional Australia (OR)
Remote Australia (R)
Very Remote Australia (VR)
(e) female students studying in non-traditional disciplines.

*Indigenous Students Status*

7. Indigenous student status is demonstrated -

(a) on the basis of self-identification; and

(b) demonstration of one or more of the following:

(i) confirmation by a recognised representative of the student’s local Indigenous community of the student’s Indigenous status; or

(ii) confirmation from the School of Indigenous Studies, UWA of the student’s Indigenous status.

*Other outstanding achievements, abilities, leadership or community service*

8. Students applying for scholarships under this criterion must be able to demonstrate that their achievements, abilities, leadership or community service are outstanding through provision of whatever is required

**Eligibility Requirements**

9. (1) To be eligible to apply for a scholarship a student must, unless the scholarship conditions state otherwise be enrolled or eligible to enrol as a full-time student (defined as undertaking at least 75 percent of an equivalent full-time load in a scholarship period) at the University unless otherwise agreed by the Administering Body.

(2) To be eligible to hold a scholarship a student must, unless the scholarship conditions state otherwise be enrolled as a full time student in the course for which the scholarship is awarded.

**Body responsible for selection**

10. The selection committee is the Scholarships Committee unless otherwise approved by the Academic Board and detailed in the conditions for an individual scholarship.

**Selection Process**

11. (1) Selection of awardees is a comparative and competitive process.

(2) Those eligible for consideration are ranked by the selection committee on the basis of the extent to which, in the opinion of the selection committee, they demonstrate that they satisfy the selection criteria.

(3) In ranking students, the selection committee has regard to the application and supporting material, if any, and may interview candidates.

**Awarding Body**

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12. The awarding body is the Scholarships Committee or such other body as may be approved by the Academic Board.

Method of Payment

13. (1) A scholarship is normally paid in two equal instalments in each year of award.

(2) One instalment is normally paid on or following the census date in each of first and second semesters.

(3) Payment of the second and subsequent instalments is subject to the recipient making satisfactory progress in accordance with the rules of the course in relation to which the scholarship is awarded.

Concurrent Award

14. A scholarship may be held concurrently with another external or University award unless the conditions for either award prohibit this.

Criteria for Continuation of Scholarship

15. (1) Continuation of the scholarship is subject to the recipient remaining enrolled full-time and meeting all other conditions of the scholarship.

(2) Students who are granted a period of approved leave do not normally forfeit their scholarship.

Administering Body

16. The administering body is normally the Faculty through which the scholarship is offered unless otherwise stated in the conditions for an individual scholarship.

Frequency of Offer

17. Unless a testator or donor of the bequest or donation from which the scholarship is funded has expressly directed otherwise, a scholarship is offered annually.

Acceptance of Offer

18. All awardees who accept a scholarship are required to sign and return a copy of the General Conditions and the specific conditions for the scholarship.

Failure to Claim a Scholarship

19. A scholarship lapses if it is not claimed by the recipient within 12 months of the offer being made.

Unused Scholarship Amounts

20. (1) Where a scholarship that is funded from the income on a fund lapses or is not awarded for any reason, the unused scholarship money is returned to the capital sum.
(2) Where a scholarship that is funded by an annual donation lapses or is not awarded for any reasons, the unused scholarship money is returned to the scholarship account.

**Provision for Sharing a Scholarship**

21. Where two or more candidates tie for a monetary scholarship the scholarship is shared equally.

**Tax Implications of Scholarships**¹

22. It is the responsibility of awardees to check the implications for income tax liability of accepting a scholarship.

¹ Link to ATO website

**Implications for Means-tested Benefits**²

23. It is the responsibility of awardees to check the implications for means-tested benefits of accepting a scholarship.

² Link to appropriate website.

**Publications**

24. Any thesis, dissertation or other publication resulting from research undertaken by the recipient while in receipt of a scholarship must acknowledge the support of the scholarship and carry the University by-line.

**Intellectual Property**