

# 2019 Downer Engineering Scholarships

## Selection and Administration Guidelines

### 1. Purpose

These guidelines underpin the allocation of Federation University Australia Foundation Scholarships, which are intended to enhance Mining Engineering students' chances of succeeding at the Federation University Australia by awarding scholarships.

### 2. Scholarships available

Available for domestic undergraduate (including honours) students who are undertaking the Bachelor of Engineering with a major in Mining in the third or fourth year of their program, to the value of \$10,000.

### 3. Eligibility Requirements

#### 3.1 Basic Eligibility Requirements

To meet the basic eligibility requirements for the Downer Engineering Scholarship, students will need to be:

- a) enrolled as a continuing Higher Education domestic Bachelor of Engineering with a major in Mining (including honours) degree in the third or fourth year of the program;
- b) undertaking studies in Higher Education at Federation University Australia for the full 2019 academic year at a FedUni campus;
- c) able to demonstrate a commitment to study and willingness to develop a career within the mining industry
- d) Have achieved/maintained a credit GPA or equivalent in the previous 12 month period.

#### 3.2 General Circumstances

Please note, a Scholarship application does not guarantee a place in the course of your choice.

The Scholarship holder is required to commence study no later than 1 March in the year in which the Scholarship commences.

Scholarships are not available to Federation University Australia employees, employed by the University at a time fraction of 0.5 or above.

### 4. Applications, Assessment and Selections

- a. Each applicant is required to register their application through KickStart, the University's online registration tool for Scholarships, Bursaries and Grants
- b. Provide two written references from people (one academic and one employer, if possible).
- c. Provide a written submission of no more than 500 words that demonstrates the personal characteristics and attributes that the applicant considers necessary to succeed within the mining industry and examples from their daily life. While academic performance will be assessed as part of the selection process, Downer are looking for people with the right attitude and behaviours to complement the team and grow its business.

- d. The selection process will be administered by the Downer Group. This will include:-
  - i. Receipt of a written submission
  - ii. Two written references
  - iii. Written submission provided

The final decision on the successful candidates will be made by Downer representatives in consultation with Federation University Australia staff.

Finance Department is responsible for payment to successful applicants.

## 5. Scholarship Payments

- a. If successful in being awarded a Federation University Australia Foundation Downer Scholarship, students will receive the scholarship payments for 2019 only, provided they continue to meet the ongoing eligibility requirements.
- b. Students successful in being awarded a Federation University Australia Foundation Downer Scholarship will receive their payment in two instalments.

## 6. Conditions of the Federation University Australia Foundation Scholarships

- a. A student must formally accept the scholarship offer in order to receive any payment, and in doing so, accepts the conditions of the scholarship.
- b. Students will be required to undertake vacation work with the Downer Group as part of this scholarship. Whilst undertaking work with the Downer Group, students are not permitted to undertake work with another mining company.
- c. Ongoing eligibility will be assessed in Semester One for the Federation University Australia Foundation Scholarships. If circumstances or eligibility change which render a student holding a Federation University Australia Foundation Downer Scholarship ineligible according to eligibility requirements, the scholarship will be terminated.
- d. It is the responsibility of the student to maintain current contact details, including email, in the Federation University Australia Student Administration System ([mysc.federation.edu.au](http://mysc.federation.edu.au)). If a student cannot be contacted by mail, email or telephone for the purpose of assessing ongoing eligibility, and as a result their eligibility cannot be determined in the allowed timeframe, their scholarship will be terminated.
- e. Students awarded a Federation University Australia Foundation Downer Scholarship are not permitted to suspend their scholarship if they take leave from studies or defer their course.

- f. Termination of a Federation University Australia Foundation Scholarship will occur:
- a) if a student ceases to meet the eligibility criteria; or
  - b) if Federation University Australia determines that the student:
    - i) has failed to maintain satisfactory academic progress and there are no extenuating circumstances for such failure; or
    - ii) has committed serious misconduct during a course of study whilst attending Federation University Australia including, but not limited to, the provision of false or misleading information.

## 7. Review / Appeal

Students with a grievance about the selection process should, in the first instance, direct their concerns to the Foundation Office. If the matter remains unresolved, students can access the University's Student Grievance Policy, which is available on the University's website [http://policy.federation.edu.au/university/student\\_grievance/ch1.pdf](http://policy.federation.edu.au/university/student_grievance/ch1.pdf)

## 8. Intellectual Property

Subject to Downers prior written approval, the student may copy, reproduce, divulge, publish or circulate (or authorise or permit anyone else to copy, reproduce, divulge, publish or circulate) information that is the property of Downer for the purpose of completing their course.

## 9. Donors

The Federation University Australia Foundation acknowledges with gratitude funds donated to the Foundation to support Foundation scholarships, and warmly thanks individual donors and their families for their generosity.

Successful recipients of a Foundation scholarship will be invited to attend a Foundation event with our donors to receive a scholarship certificate in May 2019, and provide feedback to donors towards the end of 2019 on what it has meant to receive the scholarship.