

Gippsland Education Precinct Bursaries

Selection and Administration Guidelines

Closing date for receipt of applications is 22 February, 2019

1. Purpose

These guidelines underpin the allocation of a Gippsland Education Precinct Bursary, which is intended to enhance students' chances of succeeding at the Federation University Australia by awarding scholarships.

2. Scope

These guidelines apply to all graduates of Kurnai College, Federation Training or Apprenticeships Group Australia students undertaking undergraduate studies at the FedUni Gippsland campus.

3. Eligibility Requirements

3.1 Basic Eligibility Requirements

To meet the basic eligibility requirements, students will need to be:

- a) enrolled as a Higher Education domestic student;
- b) undertaking undergraduate studies at Federation University Australia for the full 2019 academic year at the FedUni Gippsland campus;
- c) graduates of Kurnai College, Federation Training or Apprenticeships Group Australia;
- d) able to demonstrate financial circumstances;
- e) able to demonstrate commitment to study.

3.2 Financial Circumstances

A student is not eligible for a Gippsland Education Precinct Bursary unless Federation University Australia is satisfied that the student is able to demonstrate financial status through their KickStart application:-

- a) in receipt of a Centrelink benefit such as Austudy, Abstudy, Youth Allowance, Parenting Payment, Disability support etc. This excludes payments such as Family Tax Benefit Part A and/or Part B and Low Income Health Care card
- b) on the basis of a comprehensive assessment conducted by or on behalf of Federation University Australia.

3.3 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

- 4.1 Applicants who do not complete KickStart, scan and attach the two written references to their Foundation Additional Information Sheet or answer the additional question by the due date will be ineligible.

- 4.2 Personal and financial status will be assessed according to information provided in the KickStart registration.
- 4.3 The selection process will be administered by the Federation University Australia Foundation with input from staff from Federation University Australia. Finance Department is responsible for payment to successful applicants.

5. Scholarship Payments

- 5.1 If successful in being awarded a Gippsland Education Precinct Bursary, students will receive the bursary payment for 2019 only.
- 5.2 Students successful in being awarded a Gippsland Education Precinct Bursary will receive their payment as a one off payment.

6. Conditions of the Gippsland Education Precinct Bursary

- 6.1 A student must formally accept the bursary offer in order to receive any payment, and in doing so, accepts the conditions of the scholarship.
- 6.2 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).
- 6.3 Students awarded a Gippsland Education Precinct Bursary are not permitted to suspend their bursary if they take leave from studies or defer their course.
- 6.4 Termination of the Gippsland Education Precinct Bursary will occur:
 - a) if a student ceases to meet the eligibility criteria; or
 - c) 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

8. 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 the Gippsland Education Precinct Bursaries 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 meant to receive the scholarship.