

## Foundation Continuing Scholarships

### Selection and Administration Guidelines

#### 1. Purpose

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

#### 2. Scholarships available

##### **Care-Leavers Scholarship (x 1)**

Available for a continuing Higher Education domestic undergraduate (including honours) or postgraduate student who has been in care, kinship care or a state ward for 12 months or more in the second or third year of their program.

##### **Foundation Continuing Scholarships (x 9)**

Available for continuing Higher Education domestic, CALD, migrant, refugee, international, undergraduate (including honours) or postgraduate Federation University campus students or online students in the second or third year of their program.

##### **Meredith Doig Scholarship (x 1)**

Available for a continuing Higher Education domestic female student undertaking studies in the fields of Science, Technology, Engineering or Mathematics at the Federation University Mt Helen campus, in the second or third year of their program.

##### **Wimmera Community Bank Network Scholarship (x 1)**

Available for a continuing Higher Education domestic undergraduate (including honours) student at the Federation University Wimmera campus in the second or third year of their program.

#### 3. Eligibility Requirements

##### **3.1 Basic Eligibility Requirements**

To meet the basic eligibility requirements for all Federation University Australia Foundation Continuing Scholarships, students will need to be:

- a) enrolled as a continuing Higher Education domestic, CALD, migrant, refugee or international, Undergraduate (including honours), Postgraduate or online student;
- b) undertaking studies in Higher Education at Federation University for the full academic year at a Federation University campus;
- c) able to demonstrate financial circumstances;
- d) able to demonstrate commitment to study.

##### **3.2 Financial Circumstances**

A student is not eligible for a Federation University Australia Foundation Scholarship unless Federation University 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.

### **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 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, answer the Foundation question, and scan and attach the two written references 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. Finance Department is responsible for payment to successful applicants.

## **5. Scholarship Payments**

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

## **6. Conditions**

- 6.1 A student must formally accept the scholarship offer in order to receive any payment, and in doing so, accepts the conditions of the scholarship.
- 6.2 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 Scholarship ineligible according to eligibility requirements, the scholarship will be terminated.
- 6.3 It is the responsibility of the student to maintain current contact details, including email, in the Federation University Student Administration System ([mysc.federation.edu.au](mailto: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.
- 6.4 Students awarded a Federation University Australia Foundation Scholarship are not permitted to suspend their scholarship if they take leave from studies or defer their course.

- 6.5 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 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 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 Donors

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

Successful recipients of a Foundation scholarship are expected to attend a Foundation event with our donors to receive a scholarship certificate in May, and provide feedback to donors prior to the census date in August on what it has meant to receive the scholarship.