Foundation Scholarship 2016

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 the Federation University Australia by awarding scholarships.

2. Scope
These guidelines apply to all domestic students undertaking a TAFE or Fed College course or Higher Education domestic students undertaking an undergraduate or postgraduate course of study as a Commonwealth Supported student.

3. Eligibility Requirements
3.1 Basic Eligibility Requirements
To meet the basic eligibility requirements for all Federation University Australia Foundation Scholarships, students will need to be:

a) enrolled as a Higher Education Undergraduate or Postgraduate Commonwealth Supported student, or enrolled in a TAFE course;

b) able to demonstrate financial circumstances;

c) 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 Australia is satisfied that the student is able to demonstrate financial status through their KickStart application:

a) through being in receipt of a means-tested Commonwealth income support payment (such as Austudy, Abstudy, Youth Allowance, Parenting Payment, Disability support etc.). This excludes payments such as Family Tax Benefit Part A and 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.

4. Applications, Assessment and Selections
4.1 Applicants who do not scan and attach the two written references to their KickStart application by the due date will be ineligible.

4.2 Financial status will be assessed according to a combination of factors such as Centrelink payment or low income.

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 Federation University Australia Foundation Scholarship, students will receive the scholarship payments for 2016 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 of the Federation University Australia Foundation Scholarships

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 Australia Student Administration System (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
   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, and support from local businesses Bendigo Bank and the Gippsland Education Precinct.

Successful recipients of a Foundation scholarship will be invited to attend a Foundation event with our donors to receive a scholarship certificate in May 2016.