The David James Russell Memorial Scholarship

The David James Russell Memorial Scholarship was established in 2018 by the family of the late David James Russell in recognition of David’s belief that opportunities can change people’s lives.

The scholarship arose from the premise that training and education can provide opportunities for a brighter future and situation in life. All individuals should be given the chance to access education and strive towards their career aspirations. This scholarship was created to assist students who demonstrate clear career goals and would benefit from the motivational and financial assistance that this scholarship would provide.

FULL TERMS AND CONDITIONS

The total value of the scholarship is $1,000 over one academic year. It is aimed at easing the additional stressors that often accompany full time study, to enable the recipient to focus on their course requirements and future career opportunities.

1. Selection criteria:
   Applicants are encouraged to apply if they:
   • are under financial hardship
   • have experienced a physical, intellectual, sensory disability or mental health condition
   • demonstrate keenness to overcome problems and succeed in their studies and find employment
   • are enrolled full time in a certificate, diploma or advanced diploma course at the Gordon
   • have no previous outstanding debt to the Gordon
   • are an Australian citizen or permanent resident

2. Administration of scholarship:
   • the scholarship will be managed by the Student Scholarships, Welfare and Alumni Officer in collaboration with the family of the late David Russell
   • applications open on the Gordon website in early November and remain open until mid-February
   • a selection committee comprising the Student Scholarships, Welfare and Alumni Officer and at least one member of David Russell’s family will be responsible for short listing and interviewing potential recipients for the scholarship
   • in the event that no unanimous decision can be made, the family representative will have the final say and this decision is final
   • all information supplied to the selection committee and to the appropriate student services and administration officers is treated as confidential
   • in the event of insufficient suitable applicants, the committee has discretion to not award a scholarship in any given year
   • Scholarships are awarded at an official ceremony held at the end of Term One at a nominated venue outside the Gordon
3. **Conditions of award:**
   - the scholarship will be paid annually in April. The mode of payment is at the discretion of the selection committee and may be altered in consultation with the recipient of the scholarship
   - a scholarship is not transferable to another Institute
   - each scholarship is to be spent on expenses associated with study. This includes course fees, books and materials related to study, travel costs, basic living expenses
   - any current outstanding course fees can and may be deducted from the scholarship amount
   - successful recipients are required to accept their scholarship at an awards ceremony held at the end of Term One
   - each recipient is to use best endeavour to successfully complete the program of study
   - each recipient must give at least one month’s notice in writing in the event of any of the following:
     - Transfer to another course within the Gordon
     - Transfer to another Institute
     - Transfer from full time study to part time study or vice versa
     - Withdrawal from course

4. **Termination of award**
   The Gordon has discretion to terminate a scholarship and to recover payment in the event of:
   - the behaviour of the recipient on or off campus is considered by the selection committee to bring disrepute upon the Scholarship or the Gordon
   - the program of study is being undertaken with insufficient diligence or not in accordance with the terms of the Scholarship
   - cancellation of enrolment/transfer to another Institute
   - deferral of study in the year of award without suitable rationale

5. **Report Requirements**
   Each recipient will submit a written report when final results are known. This report will include:
   - the recipient’s name, course of study and date of report
   - a statement outlining how the grant was spent and how it assisted with furthering studies and career development
   - a copy of this report will be sent to David Russell’s family by the Student Scholarships and Welfare Coordinator

6. **Agreement to Terms and Conditions**

I, ______________________________________ as the recipient of the David James Russell Memorial Scholarship have read and accept the terms and conditions of the scholarship monies as outlined within this document.
I do ☐ do not ☐ give permission for my photo to be used for promotional and/or reporting purposes by the Gordon

__________________________  _______________________
Recipient signature        Date

All correspondence regarding scholarships should be forwarded to:

Melissa Ferris
Student Scholarships, Welfare and Alumni Officer
PMB 1 Geelong Mail Centre VIC
3221
03 5225 0639
scholarships@gordontafe.edu.au