

The Gordon Staff Funded Scholarship

The scholarship is available to full-time or part-time students enrolled/enrolling in a certificate or diploma course at the Gordon. The scholarship is aimed at assisting students with the costs associated with studying.

FULL TERMS AND CONDITIONS

One scholarships of around \$800 will be awarded (value is subject to change).

1. Selection criteria:

Applicants must:

- be financially disadvantaged (supporting documentation may be requested)
- have experienced unemployment and/ or financial hardship
- demonstrate keenness to overcome problems and succeed in their studies and find employment
- be enrolled either full time or part time in a certificate or diploma course at the Gordon i
- demonstrate initiative and commitment via either academic, work, community or personal life (e.g. prior employment, community involvement, voluntary work)
- have no outstanding debt to the Gordon from a previous year of study
- be an Australian citizen or permanent resident

2. Administration of scholarship:

- the scholarship will be managed by the Student Scholarships, Welfare and Alumni Officer
- online applications for the Scholarship will open in the first week of November and close in mid-February
- a selection committee selected by the Student Scholarships, Welfare and Alumni Officer
- will be responsible for the short listing and interviewing of all applicants
- in the event of a disagreement, the Director of Student & Industry Engagement will have the final say and these decisions are 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 not to award the full scholarship amount in any given year

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
- the scholarship is dependent on staff funding, therefore the exact value may be subject to change
- a scholarship is not transferable to another Institute
- each scholarship is to be spent on expenses associated with study
- each recipient is to use best endeavour to successfully complete the program of study

- any current outstanding course fees can and may be deducted from the amount paid to the recipient
- 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, the Student body 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, including:

- 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 (receipts attached)

6. Agreement to Terms and Conditions:

I, _____ as the recipient of the Gordon Staff Funded

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 by the Gordon for marketing and/or reporting purposes.

Recipient signature

Date

All correspondence relating to 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