

INDUSTRY SCHOLARSHIPS

Terms & Conditions

1. Introduction

This document outlines the Terms and Conditions for all scholarships administered by TAFE NSW – Sydney. You must read these Terms and Conditions in their entirety before you accept your scholarship offer. When you accept your scholarship offer, you are agreeing to and accepting these Terms and Conditions and any other requirements and conditions of your scholarship outlined in your offer letter.

2. Accepting your scholarship

All students offered scholarships will receive a scholarship offer pack containing a Scholarship Recipient Agreement (offer letter) and these Terms and Conditions. You will be advised how to accept or reject your scholarship in your offer letter. If you do not complete the acceptance as instructed, your scholarship may be withdrawn and/or reallocated.

3. Communication

It is up to you to keep your contact details up to date. All correspondence during the application process will be sent to the email address submitted in your scholarship application. Please provide a valid email address. Check this email account at least weekly and ensure there is space to receive emails.

4. Eligibility criteria and conditions of scholarships

Scholarships are awarded based on established eligibility and selection criteria. You must meet the requirements to receive your scholarship payment. The eligibility and selection requirements for industry scholarship are outlined on the website (sydneytafe.edu.au/courses/scholarships)

Applicants must:

- be Australian citizens or Australian permanent residents
- be enrolled or intending to enrol and commencing study in 2017, either full-time or part-time, in a Nationally Accredited Course from Certificate I level or above
- be attending at one of the following TAFE NSW locations: Ultimo, Randwick, Petersham, Design Centre Enmore, Sutherland (GyMEA and Loftus), Eora Centre or St George Colleges
- correctly and fully complete the online application form

Applicants may apply for more than one scholarship, but will be eligible to hold only one scholarship at a time for the duration of the course. You will be reassessed for eligibility prior to each payment. If TAFE NSW determines that you do not meet the eligibility criteria or scholarship conditions at this or any other time, your scholarship may be suspended, pending further investigation, or terminated.

If you are offered a scholarship, your scholarship details may be passed on to your faculty and scholarship donor (where applicable). Details of the selection process or reasons you were awarded the scholarship will remain confidential.

4.1 Enrolments requirements

All scholarships are awarded on the basis that you will maintain an active enrolled status in your course of study. Your scholarship may be ceased if your enrolment status becomes inactive.

4.2 Scholarship duration

Scholarships will normally be paid for the duration stated in your offer letter.

4.3 Deferring your scholarship

Scholarships cannot be deferred. The scholarship offer must be taken up immediately. If you wish to defer, you will need to re-apply again at a later date. Please note that there is no guarantee that you will be offered the same scholarship.

4.4 Transferring to another course

If you transfer to a new course, your scholarship cannot be transferred.

4.5 Discontinuing your studies

If you withdraw from your course, your scholarship will cease. If you return to TAFE NSW, you are required to re-apply for scholarships and there is no guarantee that you will be offered the same scholarship.

5. Scholarship value and payments

5.1 Scholarship value

The total value of your scholarship is outlined in your offer letter.

5.2 Scholarship payment

Scholarships are not retrospective. The scholarship is paid to cover course fees and other course-related charges.

Your scholarship offer letter will detail all information about payment of your scholarship. You must accept your scholarship offer by the due date, as instructed in your offer letter, to be eligible to receive payment.

You may be required to nominate your personal Australian bank account to which your scholarship money will be transferred in instalments, by direct debit, each semester.

If you do not provide the Scholarship Coordinator with these details by the required date, your scholarship may be ceased.

Scholarships will not be paid to cover the fee where there is a need for you to repeat units of competency and additional fees and charges may apply.

6. Retention and academic performance

6.1 Retaining your scholarship

To retain your scholarship, you must:

- advise the Scholarship Coordinator of any change to your enrolment, such as (but not limited to) cancellation of enrolment, change of program, etc.
- maintain enrolment in and satisfactorily attend an approved Nationally Accredited VET Course at TAFE NSW in 2017, either full-time or part-time
- maintain enrolment at one of the following TAFE NSW locations: Ultimo, Randwick, Petersham, Design Centre Enmore, Sutherland (Gymea and Loftus), Eora Centre or St George Colleges
- adhere to the TAFE NSW academic and administrative policies including policies regarding student discipline
- adhere to the terms and conditions within this document
- meet any additional criteria as outlined in your offer letter and listed on the scholarship web page (sydneytafe.edu.au/courses/scholarships).

6.2 Course progress

Your attendance and course progress will be reviewed each semester to assess your eligibility for your scholarship. Students who are in receipt of a scholarship may have their scholarship discontinued if they fail to meet satisfactory course progress.

7. Centrelink and taxation

TAFE NSW cannot provide you with financial advice on taxation or Centrelink matters. You are responsible for seeking taxation advice regarding your own personal circumstances.

Information is available on the Department of Human Services website (<https://www.humanservices.gov.au/customer/enablers/income>)

8. Scholarship duration

Your scholarship will end once you have been paid the total scholarship value or your scholarship is terminated under these Terms and Conditions.

If your scholarship is ceased, you will not receive any further payments. You may be required to repay some or all of the scholarship monies paid to you if

- you have failed to provide complete, true and correct information in respect of your application
- you have failed to satisfactorily attend the course or maintain your enrolment without reasonable excuse
- scholarship monies are used for a purpose other than payment of course fees and other related charges.

9. Assignment

You may not assign any rights you have under the scholarship.

10. Appeals

The decision of the assessment committee is final. There are no appeals for unsuccessful scholarship applications.

11. Privacy

The personal information you supply to TAFE NSW on the scholarship application form will be used to assess your eligibility for scholarships. Other purposes of collection include dealing with administrative matters in relation to your application, corresponding with you, and the compilation of statistics. Your privacy will be respected at all stages of the process.

11. Promotions

If you choose to accept the scholarship, you may be asked to act as a positive ambassador on occasion to help us promote TAFE NSW through your experience. This may include:

- your experiences with study and your course
- your perception of the effect of the scholarship in assisting you to achieve your academic objectives for the year.

You may be invited to participate in events and activities to promote the scholarship programs, including public speaking, media interviews and photographs. Participation in these events and activities is always voluntary.

I agree to be bound by these terms and conditions:

Name of applicant: _____

Signature: _____

Date: _____