



**CURTIN BUSINESS SCHOOL (CBS) TOP EXCELLENCE SCHOLARSHIP
2015 TERMS AND CONDITIONS**

WHAT THIS SCHOLARSHIP PROVIDES

The Curtin Business School (CBS) Top Excellence Scholarship for 2015 will provide the following support for the *expected duration of your undergraduate degree for up to a maximum of 4.5 years:

- 1) A total value of up to:
 - \$18,000 for a 3 year degree
 - \$24,000 for a 4 year degree
 - \$27,000 for a 4.5 year degree

The scholarship will be paid as a cash stipend of \$3,000 per semester. The stipend can be used at your discretion to contribute towards educational related expenses.

*The expected duration of the scholarship is based on recipients undertaking a full-time study load of 200 credits per year. Any study that is taken over and above the expected duration of your initial degree will not be covered.

Changing courses within the same faculty for which the scholarship was awarded:

If you elect to change courses, you may transfer the remaining balance of your scholarship (as at the time of switching courses) across to the new degree. Any study that is taken over and above the expected duration of your initial degree for which the scholarship was awarded for will not be covered.

Changing courses to a different faculty:

If you elect to change to a course in a different faculty for which your scholarship was awarded, the CBS Top Excellence Scholarship will be relinquished and will transfer to a Curtin Excellence Scholarship in lieu of your Top Excellence Scholarship. The remaining balance of your scholarship (as at the time of switching courses) will be transferred across to the new degree. Any study that is taken over and above the expected duration of the initial degree for which the scholarship was awarded for will not be covered.

If you receive a Centrelink payment, you should declare to Centrelink any scholarships you are awarded.

The Australian Tax Office has a "[Is your scholarship taxable?](#)" tool on their website to help you determine if your scholarship is taxable. For expert advice please contact the Australian Taxation Office (www.ato.gov.au) or your accountant.

CONDITIONS THAT NEED TO BE MET TO KEEP YOUR SCHOLARSHIP

- 1) Unless there are **exceptional circumstances**:
 - Remain enrolled in your initial major and course of study.
 - Maintain a full-time enrolment of 100 credits per semester at Curtin University. If any study is undertaken below 100 credits per semester, you are required to seek approval for this change from the Scholarships Office.
 - Remain eligible for a Commonwealth Supported place at Curtin University (this means you must be an Australian or New Zealand citizen or the holder of an Australian Permanent Humanitarian or Permanent Resident visa) and be residing in Australia.
 - Maintain a course weighted average (CWA) of at least 70 and pass all enrolled units per semester. Academic monitoring of scholarship recipients will occur each semester.
- 2) Leave of absence may be permitted for up to a maximum of 12 months over the duration of the scholarship. You must apply in writing and approval is at the discretion of the Scholarships Office.
- 3) If you cease studies at Curtin, either voluntarily (e.g. by withdrawing from course or units) or involuntarily (e.g. termination from course due to unsatisfactory course progress or suspension, termination or expulsion due to misconduct), you will become ineligible for continuation of this scholarship. The scholarship will cease immediately and you will be required to repay any stipend awarded for the most recent study period.
- 4) The CBS Top Excellence Scholarship has been awarded for a specific faculty and is not transferable to another faculty or university.

Unless there are **exceptional circumstances**, if you have unsatisfactory progress or breach the scholarship conditions, you shall be ineligible to retain the scholarship. If you do not meet all the conditions outlined, you may be placed on a breached status which would provide an opportunity for you to improve your grades in the subsequent semester. This opportunity would occur only once for the duration of the scholarship.

Exceptional circumstances must be forwarded in writing to the Scholarships Office, along with any supporting documentation. The Scholarships Office will then assess your request and advise you of the outcome.

PAYMENTS

The CBS Top Excellence Scholarship will commence from semester 1, 2015.

Cash payments of \$3,000 will be paid to your nominated bank account each semester.

Cash payments are based on full-time enrolment of 100 credits per semester.

First and second semester payments will occur post census dates (thus approx. mid-end April and mid-end Sept).

Note: Your scholarship payment will appear on your bank statement with the reference as follows: DEPOSIT CONCUR TECHNOLOG CP#####.

If you are or will be residing in any of Curtin's on-campus housing (Bentley), you can elect to have your scholarship monies paid directly to Curtin housing to help towards your housing costs each semester.



Please read, sign and return (pages 1 & 2) of the
CBS Top Excellence Scholarship
2015 Terms and Conditions

Scholarships Office
Building 101, Level 1
Curtin University
GPO Box U1987
PERTH WA 6845

SCHOLARSHIP ACCEPTANCE AND CONSENT

- I have read, understood and accept the attached Terms and Conditions governing the CBS Top Excellence Scholarship and I agree to abide by these conditions and obligations outlined therein.
- I accept your offer of the CBS Top Excellence Scholarship under the conditions specified.
- I understand that if I fail to meet my obligations as outlined in the Terms and Conditions or change any of the below course or major information without prior approval from the Scholarships Office, I risk my scholarship being terminated. Should this occur, I understand I will not be eligible to receive the semester payment for the remainder of my studies with Curtin University.
- I understand and agree that details relating to my enrolment and academic record will be made available to the Scholarships Office for the purposes of on-going scholarship administration.
- I consent to the collection, use, storage and disclosure of my personal information by Curtin University in connection with the scholarship, including (without limitation) for the administration of the CBS Top Excellence Scholarship, Curtin University's general administrative purposes which includes communications involving surveys, the availability of courses, alumni activity, newsletters and promoting the scholarships program through any medium whatsoever (including, without limitation, through advertisements, posters, books, articles, social media websites and on the world wide web generally) for public relations, promotional, commercial and advertising purposes.

DEFERRAL OPTION

I wish to defer my offer of the CBS Top Excellence Scholarship for:

- 6 months
- 12 months

HOUSING OPTION

This option is only applicable to students residing in Curtin on-campus housing (Bentley)

- I am/will be residing in Curtin on-campus housing (Bentley) and would like Scholarships to send me more information regarding payment of my scholarship monies towards a portion of my Curtin housing costs.

I will be enrolling into the following course:

Bachelor of _____

Curtin Student ID: _____ Student Full Name: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

(Parent/guardian signature required for student's under 18 years of age)