



**CURTIN BUSINESS SCHOOL (CBS) TOP EXCELLENCE SCHOLARSHIP
2018 TERMS AND CONDITIONS**

WHAT THIS SCHOLARSHIP PROVIDES

The Curtin Business School (CBS) Top Excellence Scholarship for 2018 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 study period. 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 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.

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.

Changing courses within CBS:

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 will not be covered.

Changing courses to a different faculty:

If you elect to change to a course in a different faculty, your scholarship will transfer to a Curtin Excellence Scholarship in lieu of your Top Excellence Scholarship. The Curtin Excellence Scholarship is valued at \$2,500 per semester, thus your scholarship total value will be reduced. Any study that is taken over and above the expected duration of the initial degree for which the scholarship was awarded will not be covered.

CONDITIONS THAT NEED TO BE MET TO KEEP YOUR SCHOLARSHIP

- 1) You must remain enrolled in an eligible CBS undergraduate degree at Curtin University. If you intend to change courses, you are required to seek approval for this change from the Scholarships Office.
- 2) Unless there are **exceptional circumstances** you must:
 - Maintain a full-time enrolment of at least 75 credits per study period at Curtin University. If any study is undertaken below 75 credits, you are required to seek approval for this change from the Scholarships Office.
 - Maintain a course weighted average (CWA) of at least 75 and pass all enrolled units per study period. Academic monitoring of scholarship recipients will occur each study period.
- 3) Leave of absence is permitted for up to a maximum of 12 months over the duration of the scholarship. If you intend to take a leave of absence, you must apply for your leave of absence through your faculty and notify the Scholarships Office once it has been requested.
- 4) If you do not meet the above enrolment conditions, 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.
- 5) The CBS Top Excellence Scholarship 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 supporting documentation (e.g. medical, counselling). Requests will then be assessed by the Scholarships Office and you will be notified of the outcome once a decision has been reached.

PAYMENTS

The CBS Top Excellence Scholarship will commence from semester 1, 2018.

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

Cash payments are based on full-time enrolment of 75-100 credits per study period.

First and second semester payments will occur approx. mid-March and mid-August.

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

**Please read, sign and return (*pages 1 & 2*) of the
CBS Top Excellence Scholarship
2018 Terms and Conditions**

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 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

I will be enrolling into the following course:

Bachelor of _____ (degree title and major)
E.g. Bachelor of Commerce (Finance)

Student Full Name: _____

Curtin Student ID: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

(Parent/guardian signature required for students under 18 years of age)

Return signed document to:

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