



JOHN CURTIN UNDERGRADUATE SCHOLARSHIP 2018 TERMS AND CONDITIONS

WHAT THIS SCHOLARSHIP PROVIDES

The John Curtin Undergraduate Scholarship (JCUS) for 2018 will provide one of the following options for the *expected duration of your undergraduate degree:

OPTION 1

- 1) The cost of your student contribution fees each year (excluding the Student Services Amenities Fee)
- 2) Cash payment of \$1,000 per study period. The stipend can be used at your discretion to contribute towards educational related expenses
- 3) A one off payment of \$6,000 towards an approved international experience
- 4) Allocated current JCUS Scholar mentor throughout degree

OPTION 2

- 1) Cash payment of \$4,000 per study period to assist with educational related expenses for which the scholarship was offered
- 2) A one off payment of \$6,000 towards an approved international experience
- 3) Allocated current JCUS Scholar mentor throughout degree

*The expected duration of the scholarship is based on recipients undertaking a study load of 100 credits per study period. Any study that is taken over and above the expected duration of your initial degree will not be covered.

Once an option has been selected it **cannot** be changed for subsequent years.

JCUS recipients are also eligible to apply for the John Curtin Leadership Academy (JCLA). The JCLA is Curtin University's most prestigious leadership program. This is a unique opportunity for scholars to participate in a program that uses a variety of mediums to develop students, including residential workshops, interactive learning modules, personal mentoring and a group community project.

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.

INTERNATIONAL EXPERIENCE

You are required to undertake an approved international experience as a JCUS Scholar.

You should contact your JCUS Co-ordinator in your first year to commence planning for your international experience. The international experience should take place by the penultimate semester at the latest. Significant planning is often required to arrange a program in a desired location which fits within Curtin University degree requirements.

You can only utilise the amount reserved for an international experience if all of the following conditions are met:

- Your international experience has the approval of your Head of Department/School/Faculty Co-ordinator and your JCUS co-ordinator
- Your experience either:
 - A. Involves enrolling in an International Study unit (Study Exchange) or career development such as an internship or placement* (which can take place at the end of your course if necessary) and will earn academic credits for your Curtin University degree
 - or
 - B. Is an approved leadership or community development program. This program will need to be approved by your JCUS co-ordinator as well as the Associate Director, Community Life.

* Exemption: Health Sciences students are permitted to arrange programs such as placements and study tours which do not earn credits for their Curtin degree if they have a requirement to gain the necessary experience in order to enable them to work in their future professions. These programs might be arranged in Australia if an international experience in their discipline is not feasible, however Australian programs will only be considered in exceptional circumstances on a case by case basis for students who are required to work in remote areas in Australia. The decision on the feasibility of an Australian program rests with your JCUS coordinator.

Working in Australia with people from overseas, for example, would not be approved as an international experience.

You will be required to provide a report on your experiences, at the conclusion of your "international (or Australian) experience". This may take the format of a written report and/or a presentation.

HONOUR ROLL

As a JCUS Scholar, we would like to display your name, course and high school on the JCUS honour roll on the Curtin Scholarships website. The honour roll recognises our JCUS scholars and acknowledges their outstanding achievements.

CONDITIONS THAT NEED TO BE MET TO KEEP YOUR SCHOLARSHIP

- 1) Deferral of this scholarship is not permitted.
- 2) You must remain in an eligible undergraduate degree at Curtin University. If you intend to change courses, you are required to seek approval for this change from the Scholarships Office.
- 3) Unless there are **exceptional circumstances**, you must:
 - Maintain a full-time enrolment of at least 75 credit points per study period at Curtin University. If any study is undertaken below 75 credit points, 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.
 - Complete 2 hours of service per week over a period of 12 weeks each semester. This community service must be undertaken in a Curtin initiated project.
 - Attend all JCUS events.
 - Meet with your mentor as per required schedule set in JCUS handbook.
 - Complete a PPDP document, reflection and community service log each semester (refer to JCUS handbook)
 - Assist in the organisation of at least one JCUS event over the course of each year.
- 4) You must behave in a manner consistent with the Student Charter and Student Conduct guide for students.
- 5) 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.
- 6) 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.

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 study period. 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 scholarship will commence from semester 1, 2018.

Payments for Option 1:

- The fee component of the scholarship will be paid directly to your student fee account each study period.
- The cash payment component of the scholarship will be paid to your nominated bank account each study period. First and second semester payments will occur approx. mid-March and mid-August.
- Cash payments are based on recipients undertaking a study load of 100 credits per study period.

Payments for Option 2:

- Cash payments of \$4,000 will be paid to your nominated bank account each study period. First and second semester payments will occur approx. mid-March and mid-August.
- Cash payments are based on recipients undertaking a study load of 100 credits per study period.

Payment for International Study Exchange:

- The Scholarships Office will transfer the funds to your nominated bank account approximately 6 weeks prior to departure.
- This is dependent upon the Scholarships Office being advised of your intentions in time to allow the payment to be made in the appropriate timeframe. If you cancel your international experience after receiving the \$6,000, you will be expected to repay the amount back in full.

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 & 3) the
John Curtin Undergraduate Scholarship
2018 Terms and Conditions

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

SCHOLARSHIP ACCEPTANCE

- ☐ I have read, understood and accept the attached terms and conditions governing the John Curtin Undergraduate Scholarship and I agree to abide by these conditions and obligations outlined therein.
- ☐ I accept your offer of a John Curtin Undergraduate 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 cash payment, fee payment or international study exchange payment for the remainder of my studies with the university.
- ☐ I understand that the John Curtin Undergraduate Scholarship 2018 is not deferrable and I will be ineligible to retain the scholarship if I fail to enrol and commence studies in semester 1, 2018.
- ☐ 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 John Curtin Undergraduate 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.

I consent to my name, high school and course of study to be listed on the JCUS honour roll on the Curtin Scholarships website

- ☐ Yes
☐ No

Please select your preferred payment option as outlined on page 1 of the Terms & Conditions.
Once an option has been selected it **cannot** be changed for subsequent years.

- ☐ **Option 1** - Fees + \$1,000 per semester + \$6,000 study exchange

or

- ☐ **Option 2** - \$4,000 per semester + \$6,000 study exchange

I will be enrolling into the following course:

Bachelor of _____ (degree title and major)

E.g. Bachelor of Engineering (Electrical Power Engineering)

Student Full Name: _____

Curtin Student Number: _____

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

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