PREAMBLE

The John Curtin Undergraduate Scholarship was first awarded in 2000, to recognise incoming students who have exhibited academic talent and a commitment to helping the wider community. Nomination is via school principals and students must be in the top 5% of their graduating year, or in the case of mature age applicants, nominations must be made by a person with relevant expertise, who can verify the academic ability and potential of the person. Applicants are also considered according to their alignment with John Curtin's values of vision, leadership and community service.

The Scholarship pays the “Student Contribution fees” at Curtin. In addition, each year, a stipend of $250 per 25 credit points of approved study is paid and $6000 is available for an international experience.

WHAT THIS SCHOLARSHIP PROVIDES

The John Curtin Undergraduate Scholarship for 2011 Commencing Students will provide the following:

1) The cost* of the student contribution fees each year for recipients in a Commonwealth Supported place.
2) $2,000 cash payment per year to assist with costs associated with studying (textbooks, incidental expenses etc) for the normal expected duration of the degree.
3) A one off payment of $6,000 towards an approved international study experience.

*Scholarships that pay for a student’s fees in a Commonwealth Supported place are paid in full for Australian citizens only. For New Zealand citizens and permanent residents 80% of the fees are paid and the student will be required to pay the remaining 20%.

The fee component of the Scholarship will be paid directly to the student fee account in two instalments per year to be paid prior to the census date relevant to each enrolled semester.

The cash payment of the Scholarship will be paid to the student’s nominated bank account in two instalments of $1,000 (pro rata if part-time) per year. First and second semester payments will occur post census dates (thus approx mid-end April and mid-end Sept). Please notify the Scholarships Office if your bank account details change from those provided on the original Bank Details Form.

The University reserves the right to reduce the amount of assistance provided by the Scholarship award where applicants are in receipt of other Scholarships.

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

The John Curtin Undergraduate Scholarship is not transferable to another University.

John Curtin Undergraduate Scholarship 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.

INTERNATIONAL EXPERIENCE

Scholars are required to undertake an approved international experience.

Scholars should contact JCUS Co-ordinator in their first year to commence planning for their 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 degree requirements.

Scholars can ONLY utilise the amount reserved for an international experience if:

- they present a budget that can be used for audit purposes, and

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JOHN CURTIN UNDERGRADUATE SCHOLARSHIP
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FOR COMMENCING STUDENTS

- it has the approval of their Head of Department/School/Faculty Co-ordinator and the experience involves enrolling in the International Study unit (Study Exchange) or career development such as an internship or placement (which can take place at the end of their course, if necessary) and will earn academic credits for their Curtin degree.

Exemption: Health Sciences students are allowed 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 the JCUS coordinator.

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

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

The Scholarships Office will release the funds to the scholar normally about 6 weeks prior to departure. Naturally, this is dependent upon the Scholarships Office being advised of the scholar’s intentions in time to allow the payment to be made in the appropriate timeframe. If a student cancels their international experience after receiving the $6,000 they will be expected to repay in full.

DURATION OF SCHOLARSHIP

The Scholarship is available for the normal expected duration of the initial undergraduate course offered to successful Scholarship recipients. For example, if the normal expected duration is 600 credits of study, the Scholarship will cover 600 credit points only. Any study that is taken over and above the normal expected duration will be at the student’s expense. No extensions beyond the normal duration of study will be considered except if a recipient continues to an Honours year. Recipients will need to contact the Scholarships Office for approval of the extension of their Scholarship.

CONDITIONS THAT NEED TO BE MET TO KEEP YOUR SCHOLARSHIP

To retain eligibility for The John Curtin Undergraduate Scholarship all students must:

1) Remain eligible for a Commonwealth Supported place at the University (this means you must be an Australian citizen, holder of an Australian Permanent Humanitarian Visa, Permanent Resident or a New Zealand Citizen).

2) Unless there are exceptional circumstances:

- Maintain a full time enrolment of 100 credit points per semester in the course that they received the offer of the Scholarship at Curtin University.
- Achieve a satisfactory standard of academic progress. Students must maintain a Course Weighted Average (CWA) of at least 70 and pass all enrolled units. Academic monitoring of Scholarship recipient/s will occur each semester. If a student does not achieve CWA of at least 70 they will be placed on conditional status. This will provide an opportunity for the student to improve their grades in the next semester exams.
- Maintain a minimum of 2 hours per week of involvement in community projects co-ordinated by Curtin University that can be validated
- Participate in student mentoring and other student ambassador duties
- Maintain a regular attendance at JCUS events

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3) Changes to Enrolment

If a recipient intends to do any of the following they must also apply in writing to the Scholarships Office (Scholarships@curtin.edu.au) for approval prior to the change or it may affect the continuation of the Scholarship.

**Change from full time enrolment:** The Scholarships Office will advise how the change will affect your Scholarship.

**Change of course:** The Scholarships Office will advise how the change of course will affect your Scholarship. The John Curtin Undergraduate Scholarship has been awarded for a particular course and is normally not transferable between courses.

**Leave of absence:** The maximum period of leave is 12 months.

**Withdrawal from course:** A student who withdraws from their course of study prior to census date will become ineligible for continuation of the Scholarship. A student who withdraws from studies after the census date, or has been terminated from studies, will be required to repay the student’s contribution fee to the University and the stipend awarded for that study period.

Scholarship continuity is subject to meeting satisfactory academic progress as detailed above. Progress will be assessed at the end of each study period. Unless there are exceptional circumstances, a recipient with unsatisfactory progress or who breaches the Scholarship conditions shall be ineligible to retain the Scholarship. **Exceptional circumstances** must be forwarded to and shall be at the discretion of the Manager, Scholarships Office and the JCUS Co-ordinator upon written application by the scholar. Supporting original documentation (e.g. medical, counselling) must be provided.

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SCHOLARSHIP ACCEPTANCE

I have read and understand the attached Terms and Conditions governing John Curtin Undergraduate Scholarship and I agree to abide by these conditions and obligations outlined therein.

I accept your offer of The John Curtin Undergraduate Scholarship under the conditions specified.

I have initialled the 2011 Commencing Students Terms and Conditions to indicate my acceptance of these conditions.

I understand that if I fail to meet my obligations as outlined in the Terms and Conditions I risk my Scholarship being terminated. Should this occur, I understand that I will become liable for the full cost of my student contribution for the remainder of my studies with the University, and that I will also not be eligible to receive the semester/yearly cash payment.

Request to defer my Scholarship – 6 months ☐ or 12 months ☐

Signed:________________________________________________________

Full Name:____________________________________________________

Curtin Student Number:________________________________________

Course: (e.g. Bachelor of Social Science)__________________________

Date:__________________________________________________________