

# UTS Scholarship Conditions of Award

## Laurie Cowled Scholarship

This document sets out the conditions of award for the below scholarship ('Scholarship') and the obligations of recipients ('Recipient') and UTS in regards to this Scholarship. The administrative processes to support awarding this Scholarship will be managed, and may be amended, in accordance with UTS Rules, Policy and Procedures.

### 1. SCHOLARSHIP NAME: Laurie Cowled Scholarship

### 2. PURPOSE

The Scholarship aims to support a young Indigenous woman experiencing financial disadvantage, to succeed in her undergraduate studies at UTS by alleviating some key financial pressures.

### 3. VALUE AND BENEFIT

#### 3.1 Number of Recipients

- Usually one (1) Recipient will be awarded the Scholarship each year.
- However if at any point a Recipient ceases to be eligible for the scholarship before all funds have been exhausted, an additional Recipient may be awarded the scholarship for the remaining value.

#### 3.2 Benefit/s to Recipients

- The Recipient will receive a total Scholarship value of \$20,000 over two years, as detailed in Clause 3.3; and
- The Scholarship value contributes towards the Recipient's financial obligations in the following areas:
  - Tuition Fees**
    - The Recipient's student contribution amount for UTS tuition fees in the enrolled course for the duration of the Scholarship; and
  - Living Allowance**
    - In Autumn and Spring session, after the above expenses have been paid from the relevant session's total allocation, any remaining funds will be paid directly to the Recipient as a living allowance after the census date.

#### 3.3 Payment of benefit/s

For the duration of the Scholarship, the UTS Scholarships Office will arrange for the Scholarship payments as follows, as per the benefits awarded to the Recipient:

| Scholarship component   | Payment details   |
|---|---|
| <b>Tuition fees: up to \$10,000/annum (or \$5,000 per Autumn and Spring session)</b>  | <ul style="list-style-type: none"> <li>• The Recipient's UTS tuition fees to be paid up to \$10,000/annum (up to \$5,000/session)</li> <li>• Payment is made directly to UTS Fees Office on behalf of the Recipient</li> <li>• Payment is made within five working days of the Recipient accepting the Scholarship offer in the session of award, and subsequently before census date in the following session.</li> </ul>  |
| <b>Living allowance: any amount remaining from above payment/ annum*. Paid after census date in Autumn and Spring sessions.</b> | <ul style="list-style-type: none"> <li>• The living allowance amount is calculated as soon as the Recipient's Autumn or Spring session tuition fees have been confirmed and paid as above</li> <li>• The amount remaining after the fees have been deducted from the total amount is paid as a living allowance</li> <li>• The living allowance is paid by electronic funds transfer to the Recipient's nominated bank account, as a one-off payment usually within three weeks after census date usually in Autumn and Spring sessions.</li> </ul> |

\*Recipients with an approved part-time study load (as outlined in Clause 8.2) may receive reduced living allowance payments for the period of part-time study. Reduced living allowance payment amount is decided by the Jumbunna Indigenous House of Learning (JIHL) Scholarships Committee at the time of the Recipient's application for approval of part-time study load.

Timing and amounts of payments will be defined in the Scholarship letter of offer, and in any subsequent payment notifications. All payments are subject to the Recipient satisfying ongoing eligibility criteria as defined in clause 8.

#### **4. DURATION**

The duration of the Scholarship is two (2)<sup>1</sup> years.

#### **5. ELIGIBILITY CRITERIA**

To be eligible for the Scholarship, an applicant must meet all of the following criteria:

- Of Australian Aboriginal and/or Torres Strait Islander descent (must complete a Confirmation of Aboriginality form or provide a statutory declaration); and
- Be Female; and
- Be under 25 years of age at the commencement of the relevant academic year; and
- Commencing or continuing full-time enrolment in an undergraduate degree at UTS; and
- Experiencing financial hardship; and
- All candidates must apply using the UTS online Scholarships Application form.

#### **6. RECIPIENT SELECTION CRITERIA**

- Preference will be given to applicants that apply through the Universities Admissions Centre (UAC) for an Equity Scholarship and therein demonstrate financial disadvantage.
  - Alternatively applicants may provide evidence they are in receipt of a Centrelink benefit, and/or provide a personal statement outlining exceptional financial hardship.
- Motivation to succeed in the chosen degree as demonstrated in the scholarship application.
- Commitment to benefiting the Indigenous community as demonstrated in the scholarship application.
- Academic record (based on ATAR results or previous year's academic results, or equivalent) may be taken into consideration.

#### **7. SELECTION**

Eligible candidates will be presented to a Scholarship Selection Committee, which will undertake the selection of Recipients, usually within the first weeks of Autumn session.

The Scholarships Committee will be made up of three relevant members of the UTS community, chaired by the Director of Jumbunna Indigenous House of Learning or their nominee. The committee is to include a member experienced in the selection of equity scholarships.

The Donor (or their nominee) will be invited to sit on the selection Committee. Offers will be authorised by the chair of the Scholarship Selection Committee.

#### **8. ONGOING RECIPIENT ELIGIBILITY CRITERIA**

##### **8.1 Academic progress**

- The Recipient of the Scholarship must maintain a minimum Pass average (WAM of 50+) for the duration of the scholarship.
- Where a minimum Pass average is not achieved, the Recipient will be required to attend and receive appropriate academic counselling by the University to assist her to return to a satisfactory performance level.
- If the student does not attend academic counselling, and a minimum Pass average is not achieved in the following session the Scholarship will be terminated, unless the Recipient can demonstrate exceptional circumstances for the consideration of the Scholarships Committee.

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<sup>1</sup> The Scholarship duration may be extended if the recipient has a part-time study load or leave of absence approved

## 8.2 UTS enrolment

The Recipient:

- must continue to be enrolled full-time (minimum of 18 credit points in the Autumn and Spring sessions) in an undergraduate course at UTS; or
- may, in exceptional circumstances<sup>2</sup> apply to the UTS Scholarships Office for approval of a part-time study load. The Recipient with an approved part-time study load may receive reduced living allowance payments for the period of part-time study.
- may apply to the Scholarships Office to transfer the Scholarship to another UTS undergraduate program, if an internal course transfer is being sought.

## 8.3 Leave / Deferral

- If the Recipient withdraws from the UTS course after the start of the session in which the Scholarship is first awarded, the Scholarship will be terminated and any Scholarship payment already made is to be reimbursed to UTS. In this case, the availability of the Scholarship will be readvertised.
- After successful completion of the first session in which the Scholarship is awarded, the Recipient may apply to the Scholarships Office to place the Scholarship on hold for the duration of approved Leave of Absence from studies. If the application is approved, payment of the Scholarship will be suspended for the period of leave.
- Provided the Recipient remains eligible, payments will be resumed to the Recipient after an approved Leave of Absence until the remaining value of the Scholarship has been paid or another Leave of Absence is approved.

## 8.4 Other obligations and conditions

- The offer of the Scholarship is made subject to information provided by the Recipient being true and accurate.
- Before accepting her offer, the Recipient is encouraged to seek advice from JIHL about scholarship conditions and ongoing eligibility requirements.
- By accepting the offer of the Scholarship, each Recipient agrees to the Conditions of Award.
- Recipients of a JIHL scholarship valued at or above \$5,000 will not be eligible for further Jumbunna scholarships for the duration of the scholarship currently held. However, the JIHL Scholarships Committee may seek approval from the Director of JIHL to waive this condition where exceptional circumstances exist at the time of selection.
- For the duration of the Scholarship the Recipient is not permitted to hold other, non JIHL UTS Scholarships, unless an equity-based scholarship is approved by exception.
- The offer of the Scholarship is only valid for the intake defined in the Scholarship letter of offer and cannot be deferred.
- Recipients must comply with all of UTS' rules, policies and procedures including those relating to conduct.
- The Recipient is responsible for advising the UTS Scholarships Office of any changes in circumstances that would make her ineligible for continuation of the Scholarship, e.g. reducing study load to part-time, taking Leave of Absence or deferring study.
- Any change in the Recipient's circumstances not addressed by these Conditions of Award will be considered by the Scholarships Office and/or the Scholarship Selection Committee case-by-case.
- At the end of the scholarship, the Recipient may apply for the Scholarship in the following year, and will be subject to the standard application and selection process.
- The Recipient understands that they have a responsibility to facilitate communication with the Donor whose contribution has made this opportunity possible. This communication may be informal or formal in nature, and may include but not limited to: correspondence via email, mail, or phone; providing updates on course progress; and attendance at Faculty events and/or prize nights in which the Donor may be in attendance.

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<sup>2</sup> Exceptional circumstances include but are not limited to severe disruptions, disability, ongoing illness, carer's responsibilities and other education barriers which must have independent supporting documentation, and will be considered by the Scholarships Office on a case-by-case basis.

## 9. TERMINATION OF RECIPIENT'S SCHOLARSHIP

The Scholarship will terminate:

- If the Recipient ceases to meet the eligibility criteria; or
- If the Recipient breaches any conditions of the Scholarship; or
- If UTS determines that the student is guilty of misconduct and after consultation with the Director, Student Administration Unit, the delegate able to award the Scholarship deems that it is not appropriate for the Recipient to continue to hold the Scholarship.
- If the scholarship is terminated due to breaching any conditions or misconduct, the Recipient may be required to reimburse UTS for any scholarship payments already made.

## 10. FUNDING

### 10.1 Internal UTS funding

A \$200,000 contribution by UTS was made in 2010 to match the Donor's initial gift, at a ratio of 1:1. This matching contribution has been paid into the Laurie Cowled Scholarship Endowment Fund, a Fund within the UTS Foundation.

### 10.2 External funding

The Donor has donated \$200,000 in 2010 to establish the Laurie Cowled Scholarship Endowment Fund, which is intended to fund this scholarship in perpetuity. Annual income earned on the endowment is calculated at approximately \$20,000. The annual value of the Scholarship may be adjusted by the University depending on endowment earnings, inflation and the needs of the recipient student. The Laurie Cowled Scholarship Endowment Fund, a Fund within the UTS Foundation, has been established by the Donor's gift and the University's matching contribution. The funding arrangements are stated in the Gift Agreement drawn up between the Development Office and the Donor.

### 10.3 Funding projection

Four year projection (based on one Recipient at \$20,000 value/annum)

| Recipients     | 2017     | 2018     | 2019     | 2020     |
|----------------|----------|----------|----------|----------|
| New            | 1        | 1        | 1        | 1        |
| Continuing     | 0        | 1        | 1        | 1        |
| Annual Amounts | \$10,000 | \$20,000 | \$20,000 | \$20,000 |

### 10.4 Allocation of excess earnings

Should endowment returns permit, the University may use excess annual endowment earnings to support more than one Laurie Cowled Scholarship.

## 11. ROLES AND RESPONSIBILITIES

Owning Faculties/Units: Jumbunna Indigenous House of Learning  
Managing Faculties/Units: Scholarships Office

## 12. PUBLICATION OF CONDITIONS OF AWARD

- Scholarships Office must be notified of these Conditions of Award prior to approval.
- On approval, the Conditions of Award must be forwarded to the Scholarships Office for publication of clauses 1 to 9 on the UTS website.
- Recipients must be notified of clauses 1 to 9 at the time of Scholarship offer being made.

## 13. DOCUMENT REVIEW

The formal review date for this document is by the end of 2020.

#### **14. APPROVAL\***

Endorsement from all stakeholders listed at clause 11 must be sought before final approval.  
Approval must be in accordance with the UTS Standing Delegations clauses 4.11 / 1.9.

Endorsed by: Alan Henry  
Title: Deputy Director, SAU  
Date: 7<sup>th</sup> December 2016

Endorsed by: Andrew Graves  
Title: Donor Relations Manager  
Date: 7<sup>th</sup> December 2016

Endorsed by: Maree Graham  
Title: Coordinator Indigenous Recruitment and Outreach, JIHL  
Date: 8<sup>th</sup> December 2016

Approved by: Jacqui Wise  
Title: Director, SAU  
Date: 8<sup>th</sup> December 2016

*\*Signatures not necessary if approval/endorsement is documented in writing.*