



## UTS Scholarship Conditions of Award

# John Heine Memorial Foundation Scholarship in Engineering

### Faculty: Faculty of Engineering and IT

This document sets out the conditions of award for the below scholarship ('Scholarship') as well as 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:**

John Heine Memorial Foundation Scholarship in Engineering

#### **2. PURPOSE**

The Scholarship has been established as an equity scholarship to support applicants who are experiencing financial hardship and/or any other educational disadvantage/s. The Scholarship also aims to increase the participation of women in engineering.

The Scholarship is open to applicants commencing a Bachelor of Engineering (Honours) Diploma in Professional Engineering Practice or any of the combined degrees as stated in clause 5 and with a major in either Mechanical, Mechatronics or Mechanical and Mechatronics. It is open to both current and non-current school leavers.

The administrative processes to support awarding the Scholarship will be managed, and may be amended, in accordance with UTS Rules, Policy and Procedures.

#### **3. VALUE AND BENEFIT**

##### **3.1 Number of Recipients**

Two (2) recipients will be awarded the Scholarship and at least one Recipient must be a female.

##### **3.2 Benefit/s to Recipient**

Each Recipient will receive \$20,000 per year for the Scholarship's maximum duration as defined in clause 4. The maximum value of the Scholarship to each Recipient is \$100,000.

The Scholarship total value contributes towards the Recipient's financial obligations in the following areas:

- **UTS Tuition Fees**  
The Recipient's student contribution amount for UTS tuition fees in the enrolled course (i.e. HECS) for the duration of the Scholarship; and
- **Living Allowance**  
In Autumn and Spring session, after the Tuition Fees have been paid from the relevant session's total allocation for the Recipient, any remaining funds will be paid directly to the Recipient by the Foundation as a living allowance after the relevant census date.

### 3.3 Payment of benefit/s

- For the duration of the Scholarship, the Foundation will arrange for the Scholarship payments in the following way:
  - **Tuition Fees:** Each recipient's UTS tuition fees will be paid directly to the UTS Fees Office before the census date for the following session. Tuitions fees will be paid on receipt of the appropriate invoice from the student.
  - **Living Allowance:** The amount remaining after the Tuition Fees have been deducted from the total amount is paid as a monthly living allowance. The living allowance is paid by the Foundation by electronic funds transfer to the Recipient's nominated bank account within 5 business days of the beginning of each month.
  - In the event the scholarship is offered to a student that have already completed one session of study, the student will be reimbursed the costs of the tuition fees incurred in their first session, either by payment directly to the student (where an upfront payment to UTS was made), or repayment directly to the Australian Taxation Office (where a HELP debt was incurred). The balance of the scholarship amount for that session to be paid as the living allowance will be added to the relevant allowance for the second session and paid monthly.
- Payments are subject to the Recipient satisfying ongoing eligibility criteria as defined in clause 8 below and may be pro-rated if part-time study load is approved by UTS (as outlined in Clause 8.2) and the Foundation.

### 4. DURATION

The standard duration of the Scholarship is a maximum of five (5) years<sup>1</sup>.

### 5. ELIGIBILITY CRITERIA

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

- Be commencing their first year of an undergraduate Bachelor of Engineering (Honours), Diploma in Professional Engineering Practice course or any of the following combined Engineering degree at UTS:
  1. C09068 Bachelor of Engineering (Honours) Bachelor of Arts in International Studies
  2. C09069 Bachelor of Engineering (Honours) Bachelor of Arts in International Studies Diploma in Professional Engineering Practice
  3. C09072 Bachelor of Engineering (Honours) Bachelor of Science
  4. C09073 Bachelor of Engineering (Honours) Bachelor of Science Diploma in Professional Engineering Practice
  5. C09074 Bachelor of Engineering (Honours) Bachelor of Medical Science
  6. C09075 Bachelor of Engineering (Honours) Bachelor of Medical Science Diploma in Professional Engineering Practice
  7. C09087 Bachelor of Engineering Science Bachelor of Laws (Honours)
  8. C10136 Bachelor of Engineering Science Bachelor of Laws; and
- Be majoring or intending to major in either Mechanical Engineering, Mechatronics Engineering, or Mechanical & Mechatronics Engineering; and
- Be an Australian citizen; and
- Be either a current or non-current school leaver with an ATAR (or equivalent) of 80 (including bonus points) or above. Aboriginal or Torres Strait Islander applicants will be considered with an ATAR (or equivalent of 69 or above) or where such applicants have been made an offer through the Jumbunna direct entry scheme; and
- For the duration of the Scholarship be in full-time enrolment<sup>2</sup> in the chosen Bachelor of Engineering(Honours), Diploma in Professional Engineering Practice course or combined Engineering degree at UTS as set out above; and
- Must apply using the UTS online Engineering Scholarships Application form; and
- Must personally attend an interview as provided in Clause 7; and

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<sup>1</sup> The maximum duration for Recipients who have been approved for a part-time study load by exception (as defined in Clause 8) is seven years.

<sup>2</sup> Full Time Study Load is considered to be at least 18 credit points (mostly 3 subjects per session at 6 credit points each).

- Be able to demonstrate financial disadvantage by applying through UAC for an Equity Scholarship or for the Educational Access Scheme and/or other equity circumstances including but not limited to:
  1. Sole parents
  2. Carers
  3. Disability/long-term medical condition
  4. English language difficulty (from non-English speaking backgrounds)
  5. Indigenous Australian
  6. Regional or remote disadvantage

## **6. RECIPIENT SELECTION CRITERIA**

- Evidence of financial need and/or other equity circumstances as assessed by the UAC Equity Scholarship application or the Educational Access Scheme. Alternative, applicants can submit a personal statement with supporting documentation.
- Evidence of other educational barriers, as stated above
- Academic merit in the academic qualification used as basis of admission
- Motivation to succeed in their chosen Engineering course, as indicated in the scholarship application and interview
- Demonstrated initiative in extra-curricular and non-academic activities, as demonstrated in the Scholarship application and interview.
- Provision of a written reference on official school/organisation letterhead from an independent (non-family/friend) person who can provide informed comment about the applicant's achievements and how they meet the selection criteria.

## **7. SELECTION**

Shortlisted applicants are interviewed by the Scholarships Committee and selected based on the above selection criteria. Scholarships will only be awarded to applicants who personally attend an interview.

A scholarships committee (the "Scholarships Committee") will be constituted and will be made up of at least three relevant members of the UTS community, one being the Dean of the Faculty of Engineering and Information Technology (or nominee) as Chair, and one being a UTS staff member experienced in equity matters. A representative from the Foundation will sit on the Scholarships Committee and will authorise the offer of the Scholarship.

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

### **8.1 Academic progress**

The Recipient must maintain a minimum credit average each session for the duration of the Scholarship, unless exceptional circumstances prevail. Exceptional circumstances refer to and may not be limited to severe disruptions, disability, ongoing illness, carer's responsibilities and other education barriers.

Where satisfactory academic progress is not achieved, the Recipient will be required to meet with the Faculty of Engineering and IT representative to receive appropriate support or counselling to assist the Recipient to return to the required performance level. If the Recipient does not attend the Faculty meeting and/or the required performance is still not maintained, the Scholarship will be terminated, unless the Recipient can demonstrate exceptional circumstances for the consideration and satisfaction of the Scholarships Committee.

### **8.2 UTS Enrolment**

The Recipient:

- must continue to be enrolled full-time in the Bachelor of Engineering (Honours), Diploma in Professional Engineering Practice course degree program or combined Engineering program at UTS;
- may, in exceptional circumstances, apply to the Foundation for approval of a part-time study load subject to such part time study load having been already approved by UTS. A Recipient with an approved for part-time study load from both UTS and the Foundation may receive reduced pro-rata payments as determined by the Foundation for the period of part-time study. The Scholarship will be terminated if the Recipient undertakes part-time study load without prior approval from UTS and the Foundation;

- must apply to the Foundation to transfer the Scholarship to another approved UTS Engineering or IT undergraduate degree, as outlined in clause 5, if a course transfer is being sought. Only course transfers to a course of the same or a lesser duration as the original degree will be considered.

Furthermore;

- Deleting or withdrawing from any of the following degrees from a combined course are not considered course transfers for the purpose of these Scholarship conditions and do not require approval for the transfer of the Scholarship as otherwise provided
  1. Bachelor of Arts in International Studies
  2. Bachelor of Science
  3. Bachelor of Medical Science
  4. Bachelor of Laws (Honours)
  5. Bachelor of Laws
- Combined degrees will only be approved for Recipients at the time of selection and confirmed in the Scholarship Letter of Offer.
- The duration as outlined in clause 4, will not be extended if a course transfer is approved.

### **8.3 Leave / Deferral / Course withdrawal**

- If the Recipient defers the UTS offer or withdraws from the UTS course after the start of his/her first UTS session, the Scholarship will be terminated and the Foundation may require that any scholarship payment already made for the session in which they withdraw is to be reimbursed to the Foundation at the sole discretion of the Foundation.
- After the first UTS session in which the Scholarship is awarded, if the Recipient can demonstrate exceptional circumstances, he/she may apply to the Foundation to place the Scholarship on hold for the duration of UTS approved leave of absence from studies. If the application is approved, payment of the Scholarship will be suspended for the period of leave. The Scholarship will be terminated if the Recipient takes leave without UTS and Foundation approval.
- 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 by UTS and the Foundation.

### **8.4 Other obligations and conditions**

- The offer of the Scholarship is made subject to information provided by the Recipient being true and accurate.
- The recipient will be required to meet with the trustees of the Foundation at least once a year to discuss ongoing performance in the scholarship.
- By accepting the offer of the Scholarship, each Recipient agrees to the Conditions of Award. The Recipient will be required to sign a copy of this Deed as an acknowledgement of acceptance of the Conditions of Award
- The offer of the Scholarship is only valid for the intake defined in the Scholarship letter of offer and cannot be deferred.
- For the duration of the Scholarship the Recipient is not permitted to hold other UTS Scholarships, unless an additional equity-based scholarship is approved by the Scholarships Committee by exception.
- The Recipient is responsible for advising of any changes in circumstances that would make him/her ineligible for continuation of the Scholarship, e.g. reducing study load to part-time, taking leave of absence or deferring study.
- The Recipient does not need to re-apply for the Scholarship each year.
- Any change in the Recipient's circumstances not addressed by these Conditions of Award will be considered by the Foundation case-by-case.
- If it is determined that a Recipient has breached any of the Conditions of Award, the Recipient will be given the opportunity to submit an appeal to the Selection Committee as per the guidelines in Clause 5.4.7 of the Scholarships and Prizes Establishment and Management procedures.
- In any case where the Foundation's approval is sought, it may be given or withheld in the Foundation's discretion, the Foundation shall not be required to give any reason for its decision. The Foundation will, however, act not capriciously and in non-discriminatory way.

## **9. TERMINATION OF RECIPIENT'S SCHOLARSHIP**

The Scholarship may be terminated:

- If the Recipient ceases to meet the eligibility criteria; or
- If a Recipient breaches the Conditions of Award and the Selection Committee determines that the recipient has not evidenced significant grounds in order to retain the Scholarship; or
- If UTS determines that the Recipient is guilty of misconduct and, after consultation with the Director, UTS Student Administration Unit, the Scholarships Committee deems that it is not appropriate for the Recipient to continue to hold the Scholarship.