



UTS Scholarship Conditions of Award

Tracey Brunstrom & Hammond Project Management Scholarship

Faculty of Design, Architecture & Building

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: Tracey Brunstrom & Hammond Project Management Scholarship

2. PURPOSE

The intention of this Scholarship is to support commencing or continuing postgraduate students by assisting them financially and to provide the opportunity for a student to gain insight into the day-to-day operation of the Project Management profession.

The Scholarship is open to applicants annually, offering students a cash grant to support their studies as well as the opportunity to receive a paid work placement with Tracey Brunstrom & Hammond.

3. VALUE AND BENEFIT

Number of Recipients:

- One (1) Recipient will be awarded the Scholarship each year.

3.2 Benefit/s to Recipient:

- The maximum total value of the Scholarship is \$5,000 to each recipient.
- The Recipient will also receive the opportunity to undertake a six (6) month paid work placement at Tracey Brunstrom & Hammond, which is to take place at a mutually convenient time and as arranged between the Recipient and Tracey Brunstrom & Hammond, usually in the year the scholarship is awarded.
- The work placement:
 - Will be for a minimum of six (6) months; and
 - Will ordinarily involve an average of two (2) days per week during session/s and up to five (5) days during session breaks.

3.3 Payment of benefit/s:

- Each Recipient will receive two payments per year by electronic funds transfer to their nominated bank account.
- Each payment will be:
 - \$2,500 for Recipients in a full-time study load (enrolment in 18 credit points or more/session);
 - Or \$1,250 for Recipients in a part-time study load (enrolment in 12 credit points/session¹)

¹ Minimum part-time enrolment requirement for the Scholarship is 12 credit points/ session, unless the Recipient is in their last session of study and only has one subject remaining for completion, or is able to demonstrate exceptional circumstances including, but not limited

- Payment will be made approximately 4 weeks after the Census dates in Autumn and Spring sessions.
- Payments are subject to the Recipient satisfying ongoing eligibility criteria as defined in clause 8

4. DURATION

The duration of the Scholarship is dependent on the Recipient's study load as follows:

- Two (2) sessions for Recipients enrolled in a full-time study load (enrolment in 18 credit points or more/session); or
- Up to four (4) sessions for Recipients enrolled in a part-time study load (enrolment in 12 credit points/session), or a combination of part-time and full-time enrolment.

5. ELIGIBILITY CRITERIA

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

- Be an Australian or New Zealand citizen, or the holder of an Australian permanent resident visa or permanent humanitarian visa; and
- Enrolled in or intending to enrol in :
 - Master of Project Management (C04006); or
 - Master of Property Development and Project Management (C04317); or
 - Graduate Certificate in Project Management (C11005); or
 - Graduate Diploma in Construction Management (C06126); and
- Intend to enrol or enrolled in a minimum of 12 credit points in the session immediately following the Scholarship selection; and
- Submit an extended curriculum vitae clearly articulating project management experience; and
- Submit a personal statement (max. 300 words) explaining the reasons for wanting to study project management
- All candidates must apply using the UTS online Scholarships Application form to be eligible.
- All candidates must be available to attend an interview in person.

6. RECIPIENT SELECTION CRITERIA

As demonstrated in the Scholarship application and interview:

- Alignment of values, goals and culture with those of Tracey Brunstrom & Hammond
- Knowledge of project management concepts and of the industry
- Initiative to seek opportunities to continually advance their professional and personal lives
- Interest in Tracey Brunstrom & Hammond, their work and in a paid work placement
- Curriculum Vitae provided as part of the Scholarship application – academic merit, previous on-site construction experience and demonstrated involvement in community service activities will be highly regarded

Preference may be given to female and/or Aboriginal and/or Torres Strait Islander applicants that best meet the selection criteria.

7. SELECTION

Eligible candidates will be presented to the Scholarships Selection Committee, which will undertake the selection of Recipient, based on the above selection criteria.

The Scholarships Selection Committee will be made up of at least three relevant members of the UTS community, chaired by the Dean, Faculty of Design, Architecture & Building (or nominee). The Donor (or their representative) will be invited to sit on the Committee. Offers will be authorised by the chair of the Selection Committee.

8. ONGOING RECIPIENT ELIGIBILITY CRITERIA

8.1 Academic progress:

- The Recipient must achieve a minimum Pass (WAM 50+) average in each session.

to, severe disruptions, disability, ongoing illness, carer's responsibilities and other education barriers. Exceptional circumstances are considered by the Scholarship Selection Committee on a case-by-case basis.

8.2 UTS Enrolment:

The Recipient:

- Must continue to be enrolled in a minimum 12 credit points in each Autumn and Spring session in their chosen Project Management course; or
- After 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. The Scholarship will be terminated if the Recipient does not apply to the Scholarships Office to place the Scholarship on hold.
- Provided the Recipient remains eligible, payments will be resumed (in accordance with Clause 3) 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.

8.3 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.
- After 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 by the Scholarships office, 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.
- By accepting the offer of the Scholarship, each Recipient agrees to 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 equity-based scholarship is approved by exception.
- The Recipient is responsible for advising the Scholarships Office 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.
- 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 on a case-by-case basis.
- The Recipient may be invited to consent to allowing his/her name, photograph and a short article to be used for the promotion of UTS.

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.