



## **CONDITIONS OF THE T.A.S SCHOLARSHIP(s)**

For students undertaking a Bachelors Degree in the disciplines of  
Commerce or Philosophy and Theology on the Fremantle Campus

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1. NAME OF SCHOLARSHIP

The Scholarships are called THE T.A.S SCHOLARSHIPS

2. PURPOSE OF SCHOLARSHIP

A sum of money was gifted to the University of Notre Dame Australia in 2008, the interest of which is to be applied for the purpose of providing scholarships to be known as the T.A.S Scholarships.

The purpose of the scholarship is to enable graduates from Catholic Secondary Schools in Western Australia to undertake a Bachelors Degree in the disciplines of Commerce or Philosophy and Theology on the Fremantle Campus.

The scholarship is directed towards assisting students whose educational opportunities are limited due to financial or economic hardship by meeting the cost of their course tuition fees.

3. VALUE AND NUMBER OF SCHOLARSHIPS

- i. The value of the scholarship(s) is the annual interest earned on the scholarship fund.
- ii. Subject to the funds available, the scholarship s will be the annual tuition fees for each recipient in their respective Degree. No money shall be paid directly to the recipient.
- iii. The Deans of the relevant Schools have discretion to fund a total of 2 T.A.S Scholarships
  - a) One scholarship for the duration of a three year Bachelor of Commerce Degree (or 3 ½ years in some instances, if approved by the Dean of the School of Business);
  - b) One scholarship for the duration of a three year Bachelor of Philosophy or Bachelor of Theology Degree

4. DURATION OF THE AWARD

- i. Each scholarship is tenable for the duration of the three year Bachelor course for which it is awarded.
- ii. In exceptional circumstances the Vice Chancellor may consider approving the extension of the scholarship for part-time enrolment. No new recipients will be awarded the scholarship in that period. It is intended that two new recipients will be awarded at the completion of each three year term of the scholarship.
- iii. In exceptional circumstances the Vice Chancellor may approve a recipient transferring from the course for which the scholarship is awarded to another course of the University. In these circumstances the scholarship will continue for the duration of the original course provided the recipient continues to meet the conditions set out in clause 13 below.

5. CONCURRENT SCHOLARSHIPS

- i. Normally the T.A.S Scholarship may not be held concurrently with any other external or University scholarship.



- ii. Approval for concurrent scholarships may be granted in exceptional circumstances, with the approval of the Vice Chancellor.

6. NO FEE-HELP OR FEE ASSISTANCE

The Scholarship is to off-set the tuition fees of the recipient.

7. ELIGIBILITY REQUIREMENTS

To be eligible to apply for a T.A.S Scholarship an applicant must:

- i. Be a citizen or permanent resident of Australia;
- ii. Graduated from a Catholic Secondary School and be of Catholic denomination;
- iii. Be eligible to enrol or be enrolled as a full-time student at the University of Notre Dame Australia upon commencement of their scholarship and have been offered a place in the School of Business or School of Philosophy and Theology;
- iv. Be able to demonstrate:
  - a) That their educational opportunities are limited due to adverse circumstances such as distance, financial need, disability or responsibility for the care, the ill or the elderly; and
  - b) How the award of the scholarship would assist the applicant in addressing the limitations referred to in a).

8. BODY RESPONSIBLE FOR SELECTION

The Selection Committee for the Scholarship will comprise:

- i. The Dean of the School of Business, (or nominee);
- ii. The Dean of the School of Philosophy and Theology (or nominee);
- iii. The Manager of the Admissions Office (or nominee);
- iv. The Vice Chancellor (or nominee) of the University; and
- v. A representative of the Donors family.

9. SELECTION CRITERIA

The Scholarship will be awarded by the Selection Committee to the applicant on the basis of:

- i. Academic merit;
- ii. Financial need; and
- iii. Personal circumstances or background which warrants special consideration for the T.A.S Scholarship fund.

The Selection Committee may also consider additional criteria including:

- i. Personal qualities and motivation;
- ii. Academic record;
- iii. Contribution to school;
- iv. Community service;
- v. Recommendations by schools and employers;
- vi. Admission interview; and
- vii. Tertiary Entrance Rank (TER)

10. APPLICATION AND SELECTION PROCESS

- i. Written applications setting out compliance with the eligibility requirements and addressing the selection criteria must be made on the application form available from the Admissions Office, and accompanied by:
  - a) A brief curriculum vitae including present and previous relevant work experience, if any; and
  - b) The names and contact details of two referees.

- ii. Applications will be reviewed by the Dean of the School of Business (or nominee) and the Dean of the School of Philosophy and Theology (or nominee) for the purposes of developing a short list of no more than 5 applications for each scholarship.
- iii. The Selection Committee will interview the short-listed applicants.
- iv. Selection of the recipients will be made by the Selection Committee, having regard to the applicant's academic records, completed application form and referee reports (where applicable).

#### 11. APPLICATION AND AWARING PROCEDURE

- i. The Scholarship will be advertised in second semester in the year preceding the award of the Scholarship. The Scholarship will be advertised by the Prospective Students Office, the Admissions Office and on the University's website in their normal course of operations. The advertisement will be placed in the press and circulated among Catholic Secondary schools in Western Australia.
- ii. Applications must be submitted to the Alumni and Development Office by the advertised closing date.
- iii. The recipient of the Scholarship will be notified in January/February of the year of award.
- iv. The successful recipient must confirm their acceptance of the scholarship in writing to the Alumni and Development Office by the date specified in the letter of offer and provide evidence of enrolment in the course.

#### 12. AWARDING BODY

The Scholarships will be awarded by the University, on the recommendation of the Selection Committee described in clause 8.

#### 13. CONDITIONS OF CONTINUATION

The Scholarship will continue to be paid subject to the recipient:

- i. Maintaining satisfactory performance in each semester;
- ii. Maintaining full time enrolment in the degree for which they were enrolled in when the scholarship was offered.
- iii. Continuing to meet their obligations pursuant to the University's Code of Conduct for Students Enrolled at the University of Notre Dame Australia.

The recipient forfeits the scholarship if they:-

- i. Fail to meet the requirements in i., ii. and iii. above;
- ii. Discontinue their degree;
- iii. Take a leave of absence; and/or
- iv. Defer enrolment.

The exception to this is if the recipient makes an application in writing to the Dean of the School of Business/School of Philosophy and Theology, outlining the reasons. The Dean has discretion to determine the ongoing status of the scholarship.

#### 14. STUDENT REQUIREMENTS

The recipient of the Scholarship must:

- i. Provide a report to the donor in each academic year outlining their progress. This progress report must be forwarded to the Alumni and Development Office who will forward this to the donor.
- ii. Participate in any publications, media and events related to the award of the scholarship.



15. METHOD OF PAYMENT

- i. Scholarship funds will be paid by the Alumni and Development Office to the Fees Office at the beginning of each relevant semester before the census dates in each semester.
- ii. At the commencement of each semester the recipient must advise and provide to the Alumni and Development Office the relevant Fee Notification in order for the Alumni and Development Office to ensure prompt payment of fees to the Fees Office.

16. ADMINISTERING BODY

The Scholarship will be administered by the Alumni and Development Office, the School of Business and the School of Philosophy and Theology.

17. UNIVERSITY REGULATIONS

Any regulations regarding the awarding of this Scholarship must comply with these Terms and Conditions.

Date of Establishment: October 2008