

Policy

Function:	CORPORATE SERVICES – GOVERNANCE
Policy:	GUNNEDAH COMMUNITY SCHOLARSHIP FUND
Objective:	To establish and maintain a Scholarship Fund for the benefit of local students. To encourage and assist local students to continue their education at a tertiary level.
Adopted:	Council – 21 September 2011
Pages:	6

ELIGIBILITY FOR AWARD FOR SCHOLARSHIP

Eligibility Criteria includes:

- Local Students, any person **under 25 years of age** by 31 December in the year of first application, that has **attempted the HSC** at a Gunnedah Secondary School or the Certificate IV in Tertiary Preparation at Gunnedah TAFE **OR** Attempted the HSC at a **Secondary School within a 100km radius of Gunnedah with family's principle place of residence within Gunnedah Shire.**
- Accepted** into an approved tertiary course (minimum Certificate IV)
- Not in receipt** of another scholarship in excess of \$5,000
- Maintain satisfactory progress** in the course(s) of the tertiary award
- Should an applicant be successful and then **decide to defer their course**, they must return the funds in full within one (1) month and then, if they so wish, reapply the following year.
- Recipients of a Community Scholarship are **only eligible to receive this Scholarship on two (2) occasions** throughout their course at university/TAFE.

LODGEMENT OF APPLICATIONS

Application Forms and supporting documentation addressed to the General Manager to be lodged:

By mail:	Gunnedah Community Scholarship Fund PO Box 63 GUNNEDAH NSW 2380
Email:	council@infogunnedah.com.au
Fax:	02 6740 2119
In person	Gunnedah Shire Council Administration Building 63 Elgin Street GUNNEDAH NSW 2380

ASSESSMENT OF APPLICATIONS

- The Gunnedah Community Scholarship Committee will review and rank all applications in accordance with intent of this policy in accordance with the Mission Statement of the Fund.

ACCOUNTABILITY REQUIREMENTS

- Funds should be used to cover expenses associated with the tertiary study, including living expenses. The recipient shall acknowledge via statutory declaration that funds shall be spent in accordance with the intent of the policy.
- The Quantum of funds to be distributed and individual value of each scholarship will be at the discretion of the committee and reviewed annually.

Shire of
Gunnedah
Land of Opportunity

Function:	CORPORATE SERVICES – GOVERNANCE
Policy:	GUNNEDAH COMMUNITY SCHOLARSHIP FUND

DEFINITIONS

- **Local Students** - any person under 25 years of age by 31 December in the year of first application that has attempted the HSC at a Gunnedah Secondary School or the Certificate IV in Tertiary Preparation at Gunnedah TAFE **OR** Attempted the HSC at a Secondary School within a 100km radius of Gunnedah with family's principle place of residence within Gunnedah Shire.
- **Tertiary Level Education** – includes but not limited to courses conducted by TAFE, Business/Arts Colleges etc, or University.
- **Approved Tertiary Course** – undertaking tertiary studies at Certificate IV level or higher.

RELEASE OF SCHOLARSHIP FUND AGREEMENT

I, _____ of _____

having received a scholarship grant of \$_____ from the Gunnedah Community Scholarship Fund agree to:

1. Forward a copy of my “**confirmation of enrolment**” in:
Course name: _____
Location where undertaking course: _____
by _____ *Note: GCSF needs to receive the “confirmation of enrolment” before releasing your scholarship.*
2. Forward a copy of my “**academic results**” as they become available at the end of the first semester
by _____
3. Inform the Committee immediately if my circumstances change eg Defer, cease studying
4. Expend the grant on expenses related to my tertiary study (including but not limited to student fees, textbooks, accommodation, etc).
5. Provide feedback on how the scholarship assisted me; the progress towards my academic and personal goals; and the scholarship process eg application form, presentation etc.

Signed: _____ Date: _____

Guardian / Witness Name: _____
please print

Signed: _____ Date: _____

RE Campbell
GENERAL MANAGER
21 September 2011