Scholarship Policy
(Bentley Campus Only)

Policy Owner: College Director & Principal
Contact Officer: Scholarship Committee
Policy Number: QBIP0015
Approved by: Senior Management Group
Date Approved: June 2011
Last Reviewed: 6 May 2015
Related documents: Scholarship Register, Notification of Scholarship letter and Certificate

1. Overview

1.1. Curtin College (Bentley) has a number of scholarships available to students based on academic merit, or humanitarian reasons. Scholarships may be provided for partial or full tuition fees and the awarding of such scholarships is at the discretion of the Scholarship Committee and/or College Director & Principal.

1.2. The purpose of the academic merit scholarship is twofold; firstly to provide students with a reward for academic excellence and secondly, to enhance the profile of Curtin College.

1.3. A Humanitarian scholarship may be awarded from time to time to students with genuine and unpredictable circumstances which may include financial hardship and are likely to prevent the student from completing or continuing in their course.

2. Policy Content

2.1. Academic Merit Scholarship

There are 5 Academic Merit Scholarships awarded to the student with the highest semester weighted average in the following courses:

Scholarship 1 – 50% tuition re-imbursement granted to a student in the Certificate IV Tertiary Preparation Program or Tertiary Access Program.

Scholarship 2 - 50% tuition re-imbursement granted to a student in their first study period of the Humanities Diploma courses (Diplomas of Arts & Creative Industries, and Built Environment).

Scholarship 3 - 50% tuition re-imbursement granted to a student in their first study period of the Diploma of Commerce course.

Scholarship 4 - 50% tuition re-imbursement granted to a student in their first study period of either of the Diploma courses of Engineering, or Information Technology.

Scholarship 5 - 50% tuition re-imbursement granted to a student in their first study period of the Diploma of Health Science.

The recipient of any of the above scholarships will receive re-imbursement of their tuition fees for the study period in which they were awarded the scholarship. Scholarship amounts are credited for use in the next study period and are not refundable.

Where the results of two or more students are very close and considered to be equally meritorious, the College reserves the right to share the scholarship between those two or more students at the discretion of the Scholarship Committee. If the award is shared, each recipient will receive an equal share of the scholarship amount awarded.
A Semester Weighted Average (SWA) of 80% or above in four full units (ie, 100 credit points) is the minimum academic requirement for granting of an Academic Merit Scholarship, unless otherwise approved by the College Director & Principal.

**Note**: Scholarships do not include the 'Degree' programs at Curtin University.

### 2.1.1. Eligibility
- Students are only eligible to win one scholarship per course.
- Students must be enrolled in a full time study load (100 credits)
- Awarded to student with the highest Semester Weighted Average above 80%. Should the Scholarship Committee consider that marks are not sufficiently high in a given study period it reserves the right not to issue a scholarship on that occasion.
- Scholarships are non-refundable and cannot be transferred to another student.

#### 2.2. Humanitarian Scholarship
The Humanitarian scholarship comprises of financial support in the form of a subsidy of tuition fees (partial or full) for one study period.

2.2.1. Students are not permitted to apply for a Humanitarian Scholarship, and the awarding of this scholarship is at the discretion of the College. The number and value of the scholarships, if any, will be determined by the Scholarship Committee.

2.2.2. Humanitarian scholarships are approved by College Director and Principal in consultation with the Scholarship Committee.

2.2.3. The combined total annual value of such scholarships is capped at a maximum dollar amount allocated by the College's management team at its annual budget cycle.

#### 2.3. Staff Scholarship
2.3.1. Employees of Curtin College as well as their children, are eligible for a 50% discount on tuition fees.

2.3.2. To apply for this Scholarship the Curtin College employee should speak to their line manager.

### 3. The Scholarship Committee

3.1. The Scholarship Committee will be comprised of the following members or their nominees:
- Academic Director
- Director of Marketing and Admissions
- Business Manager

3.2. All Scholarships are to be approved by the College Director & Principal.

### 4. Administrative Procedures

4.1. Once the College Director and Principal has approved of scholarship, the committee forwards details to the Business Manager, who will arrange for a credit on the student's tuition fee account update the 'Scholarship Register'; and Student Services who will forward congratulatory letter to student.

4.2. All students who receive a scholarship must be reported, for noting, to Senior Management Group.
## Version (Date): Improvements Made:

### V1.4 (May 2015)
- Amendments to items 1.1 and 1.2
- Amended item 2.1 to note new scholarship details and eligibility.
- Humanitarian Scholarship now noted in item 2.2.
- Removed Market Development Scholarship (no longer offered)

### V1.3
- Deleted reference to Diploma of Physical Science