**Pilbara Kimberley Universities Centre Scholarship Programme**

**Terms & Conditions**

PKUC Scholarship Programme Purpose

The purpose of the Pilbara Kimberley University Centres (**PKUC**) Scholarship Programme (PKUC Scholarship Programme) is to provide financial support to students who may face challenges when completing their studies and to further develop the equitable and inclusive environment at the PKUC.

PKUC Scholarship Programme Terms & Conditions

The PKUC Scholarship Programme Terms & Conditions (**Terms & Conditions**) cover all PKUC scholarships or awards. Students that apply and or are in receipt of a PKUC Scholarship must meet all conditions as outlined in the PKUC Scholarship Terms & Conditions.

Eligibility:

To be eligible for any Pilbara Kimberley University Centres’ scholarship, you must be:

1. An Australian citizen, holder of an Australian Permanent Humanitarian Visa or a Permanent Resident of Australia;
2. A resident of either the Pilbara or Kimberley regions as at the date of award of a Scholarship (as demonstrated by the student’s permanent address to be provided to the PKUC prior to any monies provided to the Student); and
3. A student enrolled with the Pilbara Kimberley Universities Centre (**PKUC**).

Additional details for eligibility of named scholarships are listed below (or from time to time on the PKUC’s website) under each Scholarships’ heading.

Selection Process:

1. Applicants will be assessed for all scholarships for which they meet the eligibility criteria. Only complete, on time applications, with all necessary **attachments** will be considered.
2. Assessment will initially be based on the quality of written information provided by the applicant and their referee. Those rated highly may be short listed for interview (if deemed necessary by the PKUC Scholarship Selection Panel (**Panel**).
3. The Panel will consist of various representatives from scholarship donors, academia, the PKUC CEO and PKUC Board members.
4. The Panel reserves the right to award Scholarships in whole or in part to whomever it considers the most deserving applicants.
5. Scholarships will only be awarded where applications of sufficiently high merit are received.
6. All applications will be treated in strictest confidence.
7. The decision of the Panel will be final and binding.

Conditions of Award:

1. The PKUC Scholarships will be administered by the PKUC.
2. Students may apply for more than one Scholarship, subject to any eligibility criteria.
3. Scholarship monies will be paid either in full or in equal instalments following the semester census date in each semester of the year(s) awarded.
4. Payment of Scholarship monies is subject to maintaining enrolment (full or part time depending on the conditions of the awarded scholarship) and Good Standing[[1]](#footnote-1) with the delivering university.
5. A Scholarship recipient with unsatisfactory Good Standing or who has engaged in misconduct (either academic or behavioural in nature) or who breaches the PKUC Scholarship Terms & Conditions shall be ineligible to retain the PKUC Scholarship and the PKUC Scholarship will be terminated. The decision to terminate a PKUC Scholarship will be at the sole discretion of the PKUC CEO & PKUC Board.
6. If a recipient needs to take leave of absence during the Scholarship year(s), the recipient must immediately apply for and seek approval from the PKUC CEO to suspend the Scholarship for the period of leave.
7. A recipient who withdraws from their course of study through the PKUC during the relevant period/ year of the Scholarship will forfeit any future payment and will be required to repay the scholarship funds for that semester in full.
8. A recipient who transfers from their course of study at the PKUC to another university during the scholarship period may forfeit any future payment and will be required to repay the scholarship funds for that semester in full. Accordingly, if a recipient intends to transfer to another university during the Scholarship year(s), the recipient must immediately apply for and seek approval from the PKUC CEO to transfer to another university prior to their application.
9. A scholarship recipient must maintain their Pilbara and/ or Kimberley residency status and advise the PKUC within fourteen days of them becoming aware that their residency circumstance is changing/ has changed.
10. If a Scholarship is terminated, the Student will not receive any further payments.
11. Recipients of a PKUC Scholarship are ambassadors of the PKUC. As such, recipients will be required from time to time to represent the PKUC at functions and events. Photos of the relevant students, together with information concerning the award of a Scholarship will be provided to external parties including donors, print and other forms of social media.
12. The awarding of Scholarships is based on information provided by students to the PKUC. A Scholarship may be withdrawn at any stage if it is found a Student has provided incorrect, false or misleading information or withhold relevant information.
13. All Scholarship recipients are required to keep their student contact details up to date.
14. For all scholarship enquiries or concerns we request that Student submit all correspondence and application via scholarships@puc.edu.au.

Application Guidelines

1. Please read through all scholarship application guidelines, terms and conditions and individual scholarship guidelines before commencing your application.
2. Application letter must include the following:
	* Name, age (if relevant for scholarship) and address.
	* Proof of current address/ residency in the Pilbara or Kimberley.
	* Proof of Australian citizenship, Australian Permanent Humanitarian Visa or Permanent Residency.
	* University enrolled with, name of university course being studied and year of study.
	* USI number.
	* Personal contact details including email address and contact numbers.
	* The specific scholarship (or scholarships) being applied for
3. Essential Selection Criteria must be provided (as specified by the individual scholarship):
	* Demonstration of community contribution including examples of volunteering and community service: this selection criteria requires the applicant to demonstrate and show how they contribute to the local community including local involvement and positive contribution to the community eg volunteer ambulance drive, school board membership, volunteer sports coach etc.
4. Minimum of one referee must be provided (name, contact details, connection to applicant) that can confirm facts about the applicant.
5. Please check your scholarship application prior to submission. Applications that do not meet the selection criteria as specified by the particular Scholarship will not be considered.
6. Please send all application documents to scholarships@puc.edu.au
7. Applications must be received by the PKUC by the specified closing time and date.
8. Successful applicant will be announced at the PKUC’s Graduation Celebration to be held in Karratha on Thursday, 10 August 2023.
1. This means you are achieving satisfactory results and you can continue your course and re-enrol. Students on a status of Good Standing have a semester weighted average (SWA) of 50 or higher and have passed more than 50% of enrolled units each study period. [↑](#footnote-ref-1)