

## **Establishment of Undergraduate, Honours, Postgraduate by Coursework and Recruitment Scholarships Policy**

<b>Purpose:</b>	To provide for the establishment of Undergraduate, Honours, Postgraduate by Coursework and Recruitment Scholarships		
<b>Audience:</b>	Staff, Students		
<b>Contact Officer:</b>	Scholarships Officer	<b>Phone:</b>	See Campus Directory

**Printed copies are for reference only. Please refer to the electronic copy in Policy and Procedure Manager™ [the electronic policy management system (EPMS)] to ensure you are referring to the latest version.**

### **Preamble:**

This policy outlines the minimum requirements for Undergraduate, Honours, Postgraduate by Coursework and Recruitment Scholarships, established by Murdoch University. (Scholarships for Higher Degree by Research students are governed by policies and guidelines under the auspices of the Research and Innovation Office). Each scholarship scheme may have additional provisions particular to it including selection criteria.

### **Objectives:**

1. Provide for the establishment of Undergraduate, Honours, Postgraduate by Coursework and Recruitment Scholarships.
2. Set a minimum value for externally funded coursework Scholarships.
3. Ensure consistency in Murdoch University Scholarships.
4. Clarify the management of Scholarships.
5. Increase access to higher education by helping to alleviate the financial strain incurred.

### **Policy:**

1. This policy applies to all scholarships established by Murdoch University for Undergraduate, Honours, Postgraduate by Coursework students and prospective students.
2. The establishment of new externally funded scholarships are to be managed by the Office of Development in consultation with the Scholarships Office and will require the approval of the Provost. Any submission to establish a scholarship should include details of the scholarship name, funding source, value and payment schedule, eligibility criteria, selection process and criteria, duration, and of who will be responsible within the College or Office for assisting with coordination of the scholarship as required.
3. Scholarships are to be managed by the Scholarships Office within the Office of Student Management. This includes all marketing (application and scholarship information details), recruitment, processing and short-listing of applications (in

consultation with relevant Discipline for academic input where necessary), correspondence/payment between the University and scholarship recipients.

4. All scholarships established with external donors after July 1 2010 shall have a minimum value of \$2,500 per annum unless a lesser amount is approved by the Provost.
5. All scholarships established with external donors after July 1 2010 shall have a minimum commitment of 3 years unless a lesser period is approved by the Provost.
6. The recipient of the scholarship shall be selected by the University, though an external donor is entitled to representation on the selection committee (if desired). In the case of Recruitment Scholarships appropriate staff from high schools may be recruited to select recipients of the Scholarships.
7. The University reserves the right not to award any scholarship in a year, if no applicant is considered suitable.
8. A scholarship holder shall be enrolled full-time, unless the conditions of that scholarship explicitly permit part-time enrolment.
9. Except in extenuating circumstances, any scholarship shall be terminated if the scholarship holder fails to meet Academic Progress requirements or if the holder no longer meets the eligibility criteria for the scholarship. A student whose scholarship is terminated during the course of any academic year due to a breach of the University's *Statute No. 26 – Student Misconduct* or associated *Student Discipline Regulations* may be asked to repay the pro-rata value of the scholarship.
10. A scholarship may be deferred or suspended for up to one year, subject to any conditions specified in the conditions for that scholarship. Students who are permitted by the University to intermit their enrolment (Approved Leave) will automatically have their scholarship deferred until the students' return.
11. Scholarship recipients shall not be bonded or otherwise committed to the University or to the donor on completion of the scholarship.

**Supporting Procedures:**

There are no supporting procedures.

**Supporting Guidelines:**

There are no supporting guidelines.

**Supporting Standards:**

There are no supporting standards.

**Performance Indicators:**

There are no performance indicators.

**Definitions:**

**The definition of these terms appears in the "Dictionary of Terms". Please refer to the "Dictionary of Terms" in Policy and Procedure Manager™ to ensure you are referring to the latest version.**

There are no key terms.

**Related Documents:**

[Statute No. 26 - Student Misconduct](#)

[Student Discipline Regulations](#)

**References:**

There are no references.

**Approval and Implementation:**

<b>Approval Authority:</b>	Academic Council
<b>Responsible Officer(s):</b>	Scholarships Officer

**Revision History:**

<b>Version</b>	<b>Date Approved</b>	<b>Effective Date (if later than 'Date Approved')</b>	<b>Next Review Date</b>	<b>Resolution No. (if applicable)</b>
Administrative amendment	08/03/2019			
Approved	10/11/2010		21/01/2014	AC/173/2010
Rescinded AC/131/2008(i)	10/11/2010			AC/173/2010
Approved	17/09/2008			AC/131/2008(i)
Rescinded AC/27/2000	17/09/2008			AC/131/2008(ii)
Approved	08/03/2000			AC/27/2000