

### 1 Establishment and purpose

- 1.1 The Andy Lindsay Memorial Award for music has been established by Sandra Lindsay, Managing Director of Musos Corner, in memory of her son Andrew 'Andy' Lindsay, who was an outstanding, gifted musician, inspiring business leader and also the heart and soul of Newcastle's Musos Corner music store.
- 1.2 The Andy Lindsay Memorial Award is funded by Sandra Lindsay, Managing Director of Musos Corner, and administered by the Hunter TAFE Foundation.
- 1.3 One (1) award in the form of a voucher to the value of \$1,000, will be made available each semester.
- 1.4 A judging and selection panel will be established to determine the successful applicant.

### 2 Definitions

- 2.1 **"Applicant"** means an individual who applies for the Andy Lindsay Memorial Award, by completing and submitting the Andy Lindsay Memorial Award application form, in accordance with the application process.
- 2.2 **"Application process"** means the process set out in clause 3.0 of these terms and conditions, as amended or varied by the Hunter TAFE Foundation from time to time, in its sole discretion.
- 2.3 **"Recipient"** means successful applicant who accepts the Andy Lindsay Memorial Award, by completing and returning the Andy Lindsay Memorial Award offer and acceptance form, in accordance with the process set out in clause 6.0 of these terms and conditions.
- 2.4 **"The Andy Lindsay Memorial Award"** means an award that is awarded by the Hunter TAFE Foundation in accordance with these terms and conditions.
- 2.5 **"The Andy Lindsay Memorial Award"** application form means the form which must be completed by a nominator, and is available at [tafensw.edu.au/scholarships](http://tafensw.edu.au/scholarships)
- 2.6 **"The Andy Lindsay Memorial Award and acceptance form"** means the form that must be completed by the successful applicant and is to be issued by the Hunter TAFE Foundation.
- 2.7 **"Student"** means a currently enrolled student at TAFE NSW.
- 2.8 **"Successful applicant"** means an eligible applicant, who is offered The Andy Lindsay Memorial Award by the Hunter TAFE Foundation, in accordance with the process set out in clause 5.0 of these terms and conditions.

### 3 Application process

- 3.1 An applicant must complete an application form, and submit it via email, to the Hunter TAFE Foundation by the required closing date, as detailed on the application form.
- 3.2 The applicant must acknowledge and accept the Andy Lindsay Memorial Award terms and conditions, by signing and dating their application form, prior to submitting it, in the manner set out in clause 3.1

### 4 Eligibility

- 4.1 The Andy Lindsay Memorial Award may be awarded to an eligible applicant who has completed and lodged an application form, and who, as determined by the panel being as eligible (in its discretion), satisfies all the following criteria:
  - 4.1.1 be enrolled in a Music and Production related course at a TAFE NSW location in the Hunter or Central Coast regions.
  - 4.1.2 have overcome challenges to achieve their goals
  - 4.1.3 have a good attendance record and demonstrates commitment to their study and career goals
  - 4.1.4 not be in receipt of another award or scholarship presented by the Hunter TAFE Foundation within the last 12-month period of receiving the previous scholarship.
- 4.2 Incomplete Andy Lindsay Memorial Award application forms will not be considered.
- 4.3 The Hunter TAFE Foundation is under no obligation to attempt to contact any applicant who incorrectly completes and/or submits an application form, and will, at his or her discretion, contact and applicant on not more than two (2) occasions in an effort to obtain information which is missing, or has not been completed correctly on the application form. Should all required information not be provided, the application form will be withdrawn by the Hunter TAFE Foundation and notice sent to the applicant.

### 5 Offer of the scholarship

- 5.1 The selection panel will determine the Andy Lindsay Memorial Award successful applicants in their sole discretion.
- 5.2 The successful applicants will be notified by telephone and email and will be sent a scholarship offer and acceptance form to be completed.
- 5.3 If unsuccessful, an applicant will be notified in writing of that outcome.

### 6 Acceptance of the scholarship

- 6.1 A successful applicant must complete and return the scholarship offer and acceptance form as soon as possible, and as a pre-condition to payment of the scholarship.
- 6.2 For the avoidance of doubt, the scholarship recipient acknowledges and agrees that the scholarship is conditional upon signing the offer and acceptance form and returning it to the Hunter TAFE Foundation.

### 7 Award and payment

- 7.1 Completion and return of the Letter of Offer and Acceptance form is required to formally accept the scholarship.
- 7.2 The Hunter TAFE Foundation is under no obligation to make available, any part of the Andy Lindsay Memorial Award, until it has received a signed and completed offer and acceptance form.

### 8 Conditions

- 8.1 The recipient acknowledges and agrees that the following conditions apply to the Andy Lindsay Memorial Award:
  - 8.1.1 On request by the Hunter TAFE Foundation, the successful recipient must provide an update on how the Andy Lindsay Memorial Award has assisted them in their studies and career journey.
  - 8.1.2 The successful recipient must agree to be available for promotional and marketing photography, in line with TAFE NSW's Authority to Publish.
  - 8.1.3 Any decision of the selection panel regarding the Andy Lindsay Memorial Award application is final, and no correspondence will be entered into.
  - 8.1.4 The successful recipient is expected to be an ambassador for the Hunter TAFE Foundation, upholding the values of the organisation, and behave in accordance with the TAFE NSW Student Code of Conduct at all times.
  - 8.1.5 The Hunter TAFE Foundation reserves the right to withdraw any of the requirements, as outlined in these terms and conditions (as determined by the Hunter TAFE Foundation).

### 9 Variation

- 9.1 The Hunter TAFE Foundation may vary these terms and conditions, or any form or process referred to herein, at any time and without notice.