

1 Scholarship application process

- 1.1 You must submit a completed Scholarship Application Form and all supporting documentation via email to TAFE NSW by the advertised closing date (or any later closing date subsequently advised to you by TAFE NSW).
- 1.2 If your Application is received after the closing date or does not meet the requirements set out in these Scholarship terms and conditions, it will not be considered.
- 1.3 You must provide all information and documentation reasonably required by TAFE NSW by the dates requested. Any incomplete Application will not be considered.
- 1.4 TAFE NSW reserves the right to validate and check the information provided as part of an Application, including enrolment status or any provided references. If any information is incorrect, incomplete, false or misleading, TAFE NSW may reject an Application or terminate the Scholarship.

2 Scholarship eligibility requirements

- 2.1 To be eligible for the Scholarship you must meet all of the following requirements:
 - a) you must meet the eligibility requirements for the Scholarship published by TAFE NSW (see tafensw.edu.au/scholarships);
 - b) you must meet all of the applicable TAFE NSW enrolment requirements, including any visa or residency requirements;
 - c) you must not have previously received the Scholarship; and
 - d) unless otherwise approved by TAFE NSW, you must have enrolled in and commenced your approved VET or Higher Education course by the date published by TAFE NSW and cannot defer your commencement date.
- 2.2 Any Scholarship awarded is on the basis that you maintain an active enrolment status in your course and that you are up to date with your tuition fees. Your Scholarship may be terminated if your enrolment status changes (e.g. you withdraw from your course) or your residency or visa status changes or you have outstanding fees or charges.
- 2.3 If you are awarded the Scholarship, any other TAFE NSW scholarship, grant or bursary that you currently hold will be rescinded.

3 Scholarship offer

- 3.1 TAFE NSW will convene a Panel to assess all valid Applications. Applications will be assessed on a merit basis and based on your responses in your Application and the Scholarship eligibility requirements. The Panel will, in its sole discretion, determine the award of the Scholarship (if any). The decision of the Panel will be final, and no correspondence about the decision will be entered into.
- 3.2 If your Application is successful you will be notified via email after the closing date, and will receive a Scholarship Grant letter to be signed and returned by you as acceptance of the Scholarship. The Scholarship will not be awarded unless TAFE NSW receives a signed Scholarship Grant letter from you within the specified time period (or if no time period is specified, within 3 weeks). If you do not wish to accept the Scholarship that you have been offered, you should advise us immediately in writing.
- 3.3 The Scholarship amount at the time of the Scholarship offer may be less than the advertised amount. You will be notified of the amount being offered to you within the Scholarship Grant letter.
- 3.4 If for any reason you are unable to accept the Scholarship offer, the offer will be given to the next suitable applicant as determined by the Panel in its sole discretion.
- 3.5 All unsuccessful applicants will be notified via email of the outcome of their Application.

4 Scholarship award and payment

- 4.1 On receiving the signed Scholarship Grant letter as evidence of your acceptance of the Scholarship, TAFE NSW will pay the Scholarship amount in accordance with the details outlined in your Scholarship Grant Letter. The Scholarship cannot be applied retrospectively to any course tuition fees already incurred. Where applicable, TAFE NSW may, in its absolute discretion, elect to credit the Scholarship amount as a lump sum or to apportion the amount across multiple semesters.
- 4.2 All Scholarship amounts are in Australian dollars. The Scholarship amount is not transferable or redeemable for cash. Any rights you have to the Scholarship cannot be assigned.
- 4.3 By accepting the Scholarship, you will be required to act as an ambassador of TAFE NSW and agree to participate in all reasonable marketing and promotional activities relating to the Scholarship (including without limitation to being recorded, photographed, filmed or interviewed), and that TAFE NSW may use such marketing and promotional material in any format or medium in its sole discretion for the purpose of marketing and promoting the Scholarship.

5 Scholarship termination

- 5.1 TAFE NSW may terminate your Scholarship at any time if you:
- discontinue or withdraw from your course, your enrolment status is inactive, or you fail to successfully complete course subjects;
 - fail to meet the eligibility requirements of the Scholarship;
 - fail to comply with these Scholarship terms and conditions;
 - are suspended or excluded from TAFE NSW or commit a breach of student conduct and discipline, or you otherwise fail to comply with TAFE NSW's academic and administrative policies for students;
 - have provided incorrect, false or misleading information or withheld relevant information in relation to your Application; or
 - have outstanding fees or charges.
- 5.2 If your Scholarship is terminated, you will not receive any further credits and you may be required to repay some or all of your Scholarship to TAFE NSW.

6 General

- 6.1 TAFE NSW may vary these Scholarship terms and conditions at any time without prior notice. TAFE NSW may vary the Scholarship or cancel the Scholarship on offer at any time, but will advise you of any such variation or cancellation.
- 6.2 You are responsible for determining any taxation or Centrelink payment implications relating to the Scholarship. TAFE NSW is not liable for the payment of any tax or any other obligations you may incur as a result of accepting the Scholarship.
- 6.3 TAFE NSW will not be liable for any loss (including without limitation, indirect, special or consequential loss), cost, expense or damage, which is suffered or incurred by you in connection with the Scholarship, except for any liability which cannot be excluded by law.
- 6.4 You consent to TAFE NSW collecting, storing, using and disclosing you information, including personal information, for the purpose of administering the Scholarship and in accordance with TAFE NSW's Privacy Policy (available at www.tafensw.edu.au/privacy or on request).

7 Definitions

- 7.1 **"Panel"** means the Scholarship selection panel appointed by TAFE NSW.
- 7.2 **"Scholarship"** means the Student Scholarship as described in the Scholarship Application Form and these Scholarship terms and conditions.
- 7.3 **"Scholarship Application Form"** or **"Application"** means the application form completed to apply for the Scholarship.
- 7.4 **"Student"** means a student enrolled at TAFE NSW or a prospective student intending to enrol at TAFE NSW at the time a Scholarship offer is made.
- 7.5 **"TAFE NSW"** means the Technical and Further Education Commission (ABN 89 755 348 137).
- 7.6 **"You"** means the applicant for the Scholarship.