

What is the Ian Dunlop Memorial Scholarship?

Ian Dunlop was an alumnus of the La Trobe School of Education. The Dunlop family have established this scholarship in memory of Ian and the positive impact that studying at La Trobe had on his life. The scholarship will provide financial assistance to students in the field of education who may otherwise not be able to study at University

How much is the scholarship?

\$5000 per annum for the duration of the course paid in \$2500 instalments following confirmation of ongoing eligibility after the semester 1 and semester 2 census dates (April and September).

Who is eligible to apply?

To be eligible to apply, you must:

- be an Australian citizen, New Zealand Citizen, Australian Permanent Resident or Permanent Humanitarian Visa holder;
- be intending to enrol as a full time student in an undergraduate Bachelor degree course in the School of Education* in Semester 2 2018; or
- have a current full-time enrolment in an undergraduate Bachelor degree course in the School of Education* in 2018
- be able to demonstrate financial hardship and/or educational disadvantage, including but not limited to:
 - low SES
 - refugee background
 - regional, rural or remote background
 - non-English speaking background
 - disability/ongoing medical condition
 - first in family to attend university
 - other personal hardship
- you must address how the value of the scholarship will assist you in your studies.

*For a full list of eligible courses, please see page 4 of this document.

How are the applications assessed?

The recipient of the scholarship shall be selected by the University on the basis of:

- an application form which addresses the eligibility criteria
- a personal statement outlining:
 - personal goals and ambitions
 - financial need and/or educational disadvantage
 - reasons for applying for the scholarship
- supporting documentation
- approval by the Dunlop family
- preference will be given to mature age applicants and those whose course qualifies them to teach.

Helpful information

- **Detailed information:** Make sure you provide full details requested in Sections 1, 2 and 3 of this application. Otherwise, your application may not be assessed appropriately. All information will be treated with strict confidentiality.
- **Supporting documentation:** Supporting documentation is written verification from someone who is qualified to comment on your circumstances. The person must not be related to you or in a close personal relationship with you.
- **False or misleading information:** La Trobe University reserves the right to withdraw an offer of a bursary and re-assess the application if the University believes the recipient has provided false or misleading information in the application form or subsequently.
- **Late applications:** applications received after the closing date may be accepted by staff *only if accompanied by a signed formal request* outlining *exceptional circumstances outside your control* that have resulted in a late application, e.g. serious illness or other personal crisis. The selection committee will later determine whether a late application will be



considered, based on the explanation you provide. (*Note: Reasons relating to employment, placements, holidays or other activities that you choose to engage in are unlikely to be considered "exceptional".*)

- **Assessment process:** the assessment will commence after the application closing date. You will be notified of the outcome via email approximately 4 weeks after the application closing date. To ensure that all candidates are treated with equity, staff are unable to discuss the progress of an individual application.

Where to submit the completed application form

You may submit your completed application form via email.

Email: scholarships@latrobe.edu.au by no later than **Friday 13 July 2018**.

Confidentiality

All information provided by applicants will be treated as confidential. At La Trobe University, we respect the privacy of your personal information. We collect personal information in your application to determine your eligibility for a scholarship, bursary or grant, and to assess your application as part of the ranking and allocation process. In accordance with privacy laws, personal information about you contained in your application will not be used for any other purpose or disclosed to any person who is not part of the La Trobe assessment and allocation process, without your permission. You may have the right to access personal information we hold about you, subject to any exceptions in relevant laws, by contacting the Scholarships Unit as noted below. The La Trobe University privacy policy can be viewed at: www.latrobe.edu.au/privacy/

Section 1: personal details and course intentions

Student ID Number

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Date of Birth

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Given names

Family name

--	--

Address

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Suburb

State

Postcode

--	--	--

Telephone (day time)

Mobile

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Email

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Australian Citizen

New Zealand Citizen

Humanitarian Visa

Permanent Resident

Course

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Campus

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Section 2: personal statement and supporting documents

- 2.1 Please provide as a separate attachment, your personal statement (no more than two A4 pages) detailing:
- What has brought you to La Trobe and the course you have chosen to undertake?
 - Your level of your financial hardship and/or educational disadvantage and how this will impact on your capacity to study at University.
 - Your future career goals and ambitions on graduating from La Trobe University.
 - How you believe this scholarship will benefit you and help you complete your studies.

Your statement must be typed and include your name, signature and the date.

- 2.2 Please also attach the following:
- Recent evidence of the personal hardship you describe in your personal statement
 - Recent evidence of your financial circumstances, for example a copy of your Centrelink statement or 2017 Tax Return.
 - Any other supporting documentation that you feel is relevant to your application.

Examples of supporting documentary evidence are:

- Statement of support (which may include medical reports).
- Proof of financial disadvantage for example, Centrelink benefit statement, ATO statements, recent pay slips.

Please note a responsible person must provide a statement of support. A responsible person is someone who:

- Is an Australian Citizen or Permanent resident who is 18 year or older and has known you for at least 12 months;
- and is not related to you by birth, marriage, de factor or same sex relationship;
- and does not live with you or reside at your residence and is in a position to comment knowledgeably about your situation without having to be briefed by you about the circumstances.

Section 3: declaration

I (your full name)

Being the applicant for the Ian Dunlop Memorial Scholarship, do solemnly and sincerely declare that the statements made in this application and in the accompanying documents are true in every particular, to the best of my knowledge and belief.

I understand that it is my responsibility to provide the required supporting documentation with my application and that I will not be contacted for missing or incomplete supporting documentation.

I understand that if I provide inaccurate information in this application this may result in cancellation of an offer of a scholarship or termination of a scholarship that has been paid and refund to the University of any monies received by me.

I also understand that the scholarship assessment and allocation process is competitive and that not all applicants who meet the eligibility criteria will be awarded a scholarship.

Further, I understand that giving false and misleading information is a serious offence under the criminal code (Commonwealth).

I understand that should I be awarded this scholarship I will be required to:

- supply an annual report to the Donor
- maintain satisfactory academic progress
- maintain full-time enrolment in one of the eligible courses



I understand that should I be awarded this scholarship I may be required to:

- attend joint promotional events or participate in promotional activities in keeping with the spirit of the scholarship as reasonably required by the donor and La Trobe University

I have read and understood the information on page one of this form, including the declaration and agree to these conditions.

Student signature	Date

Section 4: checklist

		Circle YES or N/A where appropriate	
I have read and understand the eligibility criteria of the Ian Dunlop Memorial Scholarship.		YES	
I have completed all relevant sections of the application form and included copies of all the required documentation.		YES	
I have completed, signed and attached my personal statement (Section 2.1).		YES	
I have attached supporting documents as outlined in Section 2.2.		YES	
Any other supporting documents attached? Please list them here:		YES	N/A
• _____			
• _____			
• _____			
Name of applicant:			
Signed:		Date:	

Section 5: eligible course list

- Bachelor of Early Childhood and Primary Education
- Bachelor of Education (Primary)
- Bachelor of Education (Secondary)
- Bachelor of Educational Studies
- Bachelor of Outdoor Education
- Bachelor of Outdoor Recreation Education
- Bachelor of Physical, Health and Outdoor Education
- Bachelor of Technology Education