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| What is the Regional Women in Leadership Bursary? |  |

The Regional Women in Leadership Bursary is a Fund established through income received from donations and ticket sales to Regional Women in Leadership Forums. The most recent regional forums were held on all four campuses in October and November 2017 and raised in excess of $17,000.

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| How much is the bursary? |  |

$1000 one-off payment.

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| Who is eligible to apply? |  |

To be eligible to apply, you must:

* Identify as female
* be enrolled full time at the Albury-Wodonga, Bendigo, Mildura or Shepparton Campus of La Trobe in 2018 in your second, third, fourth undergraduate year or be enrolled in a postgraduate coursework degree
* articulate in 250 words or less how the bursary will contribute in developing your leadership potential.
* articulate current community leadership activities such as volunteering or involvement in community life

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| How are the applications assessed? |  |

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

* an application form addressing the eligibility criteria and a personal statement describing how you believe this bursary will benefit you and help you to complete your studies (up to 250 words);
* assessment through a panel determined at each regional campus

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| Helpful information |  |

* **Alternative format:** this application form is available in an alternative format for those who need it, upon request, please email: [scholarships@latrobe.edu.au](mailto:scholarships@latrobe.edu.au)
* **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 our 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 or not 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”.)*
* **Application process:** the assessment will commence after the application closing date. You will be notified of the outcome via email approximately 2 to 3 weeks after the application closing date. To ensure that all candidates are treated with equity, staff are unable to advice you of the progress of an individual application.

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| Where to submit the completed application form |  |

You may submit your completed application form via email.

Email: [scholarships@latrobe.edu.au](mailto:scholarships@latrobe.edu.au) by no later than Sunday 25 March 2018.

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| **Section 1: personal details** |  |

Student number:

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| Family name | Given names | | | | | | | | | |
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| Address |  | | | | | | | | | |
|  | | | | | | | | | | |
| Suburb | State | | | Postcode | | | | | | |
|  |  | | |  | | | | | | |
| Telephone (day time) | Mobile | | | | | | | | | |
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| Email | | | | | | | | | | |
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| **Section 2: personal statement and supporting documents** |  |

* 1. Please provide as a separate attachment, your personal statement (no more than 500 words) detailing your educational disadvantage, your leadership goals and ambitions and your current community involvement and/or volunteering activities.

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

2.2 Please also attach the following:

* + - Recent evidence of the community involvement and/or volunteering activities you describe in your personal statement
    - One personal referee/supporting statement
    - Any other supporting documentation that you feel is relevant to your application.

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| **Section 3: declaration** |  |

**I (your full name)**

Being the applicant for the Regional Women in Leadership Bursary, 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 a thank you note to the Donor

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

* attend promotional events or participate in promotional activities in keeping with the spirit of the scholarship.

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

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| Student signature | Date |
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| **Section 4: checklist** |  |

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|  | | | | | Circle YES or N/A where appropriate | |
| I have read and understand the eligibility criteria of the Regional Women in Leadership Bursary. | | | | | 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 a supporting documents as outlined in Section 2.2. | | | | | YES |  |
| Any other supporting documents attached? Please list them here: | | | | | YES | N/A |
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| Name of applicant: | |  | | | | |
| Signed: | |  | Date: |  | | |

**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