

What is the Order of Australia Association Foundation Scholarship?

The Order of Australia Association Foundation is supporting the next generation of leaders by helping promising young Australians to achieve their potential. The Order of Australia Association Foundation will support one scholarship for an undergraduate student who is currently enrolled full-time in the second year of a 4-year undergraduate degree.

How much is the scholarship?

The scholarship has two complementary components:

- an award of \$40,000 for tuition fees, accommodation, living allowance and other expenses. Paid in instalments of \$10,000 per semester over two years.
- the opportunity of an ongoing mentor relationship with a member of The Order of Australia.

Who is eligible to apply?

To be eligible to apply, you must:

- be an Australian citizen aged between 20 to 33
- be currently enrolled full-time in the second year of a 4 year undergraduate course
- be entering the third year of a 4 year undergraduate course in Semester 1 2019
- be able to demonstrate high academic achievement in your tertiary studies to date
- be able to demonstrate qualities of leadership, initiative and being involved in community affairs
- be able to demonstrate your need for financial assistance to benefit the completion of your course of study

How are the applications assessed?

The recipient of the scholarship shall be selected by the University and The Order of Australia Association Foundation on the basis of:

- an application form which addresses the eligibility criteria
- evidence of high academic achievement
- a personal statement outlining:
 - personal goals and ambitions
 - current or past community and/or leadership involvement
 - financial need including a budget indicating anticipated expenditure of the scholarship
 - reasons for applying for the scholarship
- referee reports
- evidence of community and/or leadership involvement
- interview with the selection panel

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 2 November 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 details

La Trobe Student ID Number

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Date of Birth

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Given names

Family name

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Current course

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Campus

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Do you currently hold any other prize, scholarship or financial award?

Yes No

If yes, please provide the following details:

Name of award	Awarding body	Duration	Estimated Annual Payment

Have you previously completed a tertiary degree?

Yes No

If yes, please provide the following details:

Name of degree	Completion date	Institution

Section 2: personal statement and supporting documents

2.1 Please provide as a separate attachment, your personal statement detailing:

- What has brought you to La Trobe and the course you have chosen to undertake?
- Your level of financial hardship 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 and achieve your goals.

2.2 Please also provide as a separate attachment, a statement detailing:

- Your current and past community activities and achievements and how you have been active in community affairs

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

2.3 You **must** also attach the following:

- Evidence of your financial circumstances, for example a copy of your most recent Centrelink statements or 2018 Tax Return.
- A budget detailing anticipated expenditure of the scholarship
- A copy of your current CV
- Evidence such as letters or certificates from local community or sporting groups attesting to your involvement or achievements
- Two referee statements, one personal and one academic where possible.
- Any other supporting documentation that you feel is relevant to your application.

Section 3: declaration

I (your full name)

Being the applicant for a The Order of Australia Association Foundation 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.

I understand that should I be shortlisted for this scholarship, I will be required to attend an interview with the selection panel.

I also understand that if I am successful in being awarded The Order of Australia Association Foundation Scholarship, I will be required to attend the Award ceremony in Hobart in April 2019 (travel costs will be covered) and to enter into a mentoring arrangement with a mentor selected by the Order of Australia Association Foundation.

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 high academic achievement
- maintain full-time enrolment at La Trobe University

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 Order of Australia Association Foundation 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 statements (Section 2.1 and Section 2.2).	YES	
I have attached supporting documents as outlined in Section 2.3.	YES	
Any other supporting documents attached? Please list them here: • _____ • _____ • _____ • _____	YES	N/A
Name of applicant:		
Signed:		Date: