Scholarships and Financial Assistance Policy

1. STRATEGIC PLAN THEME AND COMPLIANCE OBLIGATION SUPPORTED

Strategic Plan Theme: Learning and Student Experience

2. PURPOSE

To provide a framework for the provision of scholarships and financial assistance to students of the University.

3. POLICY STATEMENT

3.1 Scholarships

3.1.1 The University may offer scholarships at an undergraduate and postgraduate degree level to provide support (either financial, other support or both) to students.

3.1.2 Scholarships will be created and offered on the basis of set criteria and may reflect the strategic direction and vision of the University and sponsor/donor or both.

3.1.3 The University may set and amend selection, assessment and award terms of University funded scholarships.

3.1.4 Where the University is responsible for the selection of scholarship recipients, there will be an equitable selection process.

3.1.5 Any scholarship initiated and funded by a faculty or school of the University, will be recommended by the initiator for approval by the relevant Faculty Pro Vice-Chancellor.

3.1.6 Honours Scholarships may be managed by the relevant faculty or school.

3.1.7 Centralised scholarships administering areas include:

<table>
<thead>
<tr>
<th>ADMINISTERING AREA</th>
<th>SCHOLARSHIP CATEGORY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Research School</td>
<td>Higher Degree by Research Scholarships</td>
</tr>
<tr>
<td>Student Services Scholarships Office</td>
<td>Domestic Undergraduate</td>
</tr>
<tr>
<td></td>
<td>Domestic Postgraduate Coursework</td>
</tr>
<tr>
<td>Curtin International</td>
<td>International Onshore Undergraduate and Postgraduate Coursework</td>
</tr>
<tr>
<td></td>
<td>AusAID</td>
</tr>
</tbody>
</table>

3.1.8 Where there is doubt about which area will be administering a scholarship, this will be determined on a case-by-case basis by the Managers of the relevant centralised scholarships administering areas.

3.1.9 Each centralised scholarships administering area will report annually on scholarships to the relevant sub-committee of Academic Board.

3.2 Financial Assistance

3.2.1 The University may grant Emergency Student Loans to Curtin students experiencing financial difficulties of an unforeseen and isolated nature.

3.2.2 Eligible Commonwealth-supported students may apply for OS-HELP loan assistance which provides financial assistance to undertake periods of study with overseas higher education institutions, if certain requirements are met.

3.2.3 Procedures for OS-HELP will outline the process for administering OS-HELP assistance and provide an open, fair and transparent application and selection process for determining eligibility and granting financial assistance under the OS-HELP program.
4. **SCOPE OF POLICY**

This policy applies to staff and University Associates involved in administering scholarships of financial assistance, and students.

5. **DEFINITIONS**

(Note: Commonly defined terms are located in the Curtin Common Definitions. Any defined terms below are specific to this document)

**Emergency Student Loan**
An interest-free loan that is available to assist eligible Curtin students experiencing financial difficulties of an unforeseen and isolated nature.

**Student**
Any person enrolled in a course/unit at the University.

6. **SUPPORTING PROCEDURES**

- Scholarships for Undergraduate and Postgraduate Coursework Procedures
- Emergency Student Loans Procedures
- OS-HELP Loans Procedures
- Research Training Program (RTP) Scholarship Procedures
- Higher Degree by Research (HDR) Scholarship Procedures

7. **RELATED DOCUMENTS/LINKS**

- Statute 12 and Rules made pursuant to Statute 12
- Higher Education Support Act 2003 (Cth)
- Education Services for Overseas Students (ESOS) Act 2000 (Cth)
- Competition and Consumer Act 2010 (Cth)

---

**Policy Compliance Officer**
Jon Yorke, Academic Registrar

**Policy Manager**
Deputy Vice-Chancellor, Academic

**Approval Authority**
Academic Board

**Review Date**
1st April 2025

---

**REVISION HISTORY**

<table>
<thead>
<tr>
<th>Version</th>
<th>Approved/ Amended/ Rescinded</th>
<th>Date</th>
<th>Committee / Board / Executive Manager</th>
<th>Approval / Resolution Number</th>
<th>Key Changes &amp; Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW</td>
<td>Approved</td>
<td>25/11/2011</td>
<td>Academic Board</td>
<td>AB 186/11</td>
<td>Attachment 4 to Document No 01214/11</td>
</tr>
<tr>
<td></td>
<td>Administratively Updated</td>
<td>13/05/2015</td>
<td>Director, Legal and Compliance Services</td>
<td></td>
<td>Committee website link updated</td>
</tr>
<tr>
<td></td>
<td>Amended</td>
<td>27/11/2015</td>
<td>Academic Board</td>
<td>AB 194/15</td>
<td>Attachment C to Item 11.3 (AB only approves amended policies within the manual)</td>
</tr>
<tr>
<td></td>
<td>Approved</td>
<td>28/06/2019</td>
<td>Academic Board</td>
<td>AB 109/19</td>
<td>Attachment A to Item 11.2</td>
</tr>
</tbody>
</table>