ACADEMIC SCHOLARSHIPS GUIDELINES - 2014

The University of Queensland’s Academic Scholarship program aims to reward the achievements of outstanding school leavers and gap year students.

The Academic Scholarships available for award are:

i. **UQ Vice-Chancellor’s Scholarships** (awarded to applicants achieving at the very top of the OP1 band or equivalent).

ii. **UQ Excellence Scholarships** (awarded to OP 1 applicants who demonstrate outstanding academic, leadership and/or community service achievements during their senior secondary studies).

iii. **UQ Merit Scholarships** (awarded to high academic achievers across a range of study areas who demonstrate significant leadership and/or community service).

1. **Eligibility requirements**

   The scholarships are open to current Year 12 and gap year students who:

   a) are Australian Citizens and Australian Permanent Humanitarian Visa holders; or

   b) are Australian Permanent Residents, New Zealand Citizens or international students who are completing or have completed Years 11 and 12 in Australia.

   **AND**

   c) have not undertaken/commenced any previous tertiary study other than that undertaken as part of Year 11-12 studies (eg Enhanced Studies Program); and

   d) have applied for a tertiary place through the Queensland Tertiary Admissions Centre (QTAC); and

   e) are intending to enrol as a full-time student in a coursework degree program at The University of Queensland in 2014 (or 2015 if a deferment of their tertiary offer is approved); and

   f) have UQ listed as either their 1st or 2nd QTAC preference.

2. **Application Process**

   2.1 The On-line application form is available on the UQ Scholarships website from August 2013.

   2.2 Once the Online Application form has been submitted, applicants will receive an email to confirm that their application has been received by the University. It is the responsibility of applicants to contact the Undergraduate Scholarships and Prizes Office if they have not received their Confirmation Email within 2 days of submitting their Online Application Form.

   2.3 Applicants **must** provide copies of all requested supporting documentation, including a copy of the Confirmation Email, in order to be considered for a scholarship. This documentation must reach The University of Queensland by the **31 October 2013**. Late applications will not be considered.
3. **UQ Selection Policies**

*Please note that the level of demand for academic scholarships significantly exceeds the number of scholarships available and not all eligible applicants will be successful.*

3.1 A person will not be selected for a UQ Academic Scholarship unless the University is satisfied that he/she meets the eligibility criteria for a scholarship as set out in Section 1 of these Guidelines.

3.2 Recipients will be determined by a panel of senior UQ staff and selection is completely at the University’s discretion. No appeals against the non-award of an academic scholarship will be entered into.

3.3 Academic scholarships will be awarded with consideration to a range of factors including but not necessarily limited to academic achievement, demonstrated leadership and/or community service, financial need, program preferences and secondary school attended.

3.4 The University of Queensland will aim to award scholarships to students across a broad range of high schools and study programs. When awarding scholarships, the Selection Panel will rely on the 1\(^{st}\) preference program noted in the scholarship application. The panel will only consider an applicant’s 2\(^{nd}\) preference program where UQ is not listed as their 1\(^{st}\) preference.

3.5 The University of Queensland will not award more than one Academic Scholarship to an individual student.

3.6 Academic merit will generally be assessed on the basis of the students’ OP score (or International Baccalaureate score or equivalent rank) or, in the case of the UQ Vice-Chancellor’s Scholarships, the Australian Tertiary Admission Rank (ATAR).

3.7 Bonus ranks applied as a result of undertaking a language other than English, Maths C or enhanced studies, or applied as a consequence of a special entry program will NOT apply for the purposes of determining academic rank for one of these scholarships.

3.8 Assessment of leadership achievements and/or community service will be based on information contained in the scholarship application AND the documentation provided by the applicant with their application. The University will make its own judgement about what constitutes the most meritorious cases.

3.9 The University of Queensland reserves the right not to offer all the scholarships available and to set a maximum limit on scholarships available for any one program or in any one faculty.

4. **Offer Process**

4.1 The number of scholarships available in each category will be determined each year by the Deputy Vice-Chancellor (Academic).

4.2 The University will conduct one Academic Scholarship round in December each year, to select and award scholarships to students intending to commence their undergraduate studies at UQ in 2014, (or in 2015, where approval has been given to defer their tertiary place). A number of scholarships will be held in reserve for award in early January 2014 to International Baccalaureate and interstate students whose results were not available in time for the December offer round.

4.3 Successful applicants will be officially notified in writing of the outcome of their applications as soon as practicable after the release of Year 12 results. Unsuccessful applicants will not be contacted.

4.4 The award of an Academic Scholarship will be conditional on the recipient taking up the offer of a place at The University of Queensland in 2014, unless approval to defer both the tertiary place and the scholarship has been granted.

4.5 Students, at the time of accepting an offer of an Academic Scholarship, must accept the conditions of the scholarship and agree to provide any information relevant to assessing their ongoing eligibility for a scholarship.

4.6 The award of an Academic Scholarship does NOT guarantee a place at The University of Queensland. Scholarship recipients will compete for a place through the usual QTAC offer round process and QTAC will make offers to academically qualified and eligible students on behalf of the University in January 2014.
5. Named Scholarships

Most academic scholarships are transferrable between UQ programs. However, a number of academic scholarships are fully funded by UQ faculties, private donors and/or industry sponsors. Recipients who are awarded a fully funded faculty, donor or industry sponsored named scholarship based on a nominated program of study, will be required to maintain continued enrolment in that program for the term of the scholarship, unless otherwise approved by the faculty’s Executive Dean. Named scholarships include the UQ Excellence (Colonel D E Evans Memorial) Scholarship and the UQ Excellence (A J Deakin Memorial) Scholarship.

6. Value and duration of scholarships

6.1 The value of an Academic Scholarship in 2014 will be as follows:

i) Vice-Chancellor’s Scholarships - $12,000 a year payable for up to 5 years, conditional on continued full-time enrolment in an undergraduate coursework (including Honours) or subsequent postgraduate coursework program.

ii) UQ Excellence Scholarships - $6,000 a year payable for up to 4 years, conditional on continued full-time enrolment in an undergraduate coursework (including Honours) or subsequent postgraduate coursework program.

iii) UQ Merit Scholarships - $6,000 for the first year of study only, conditional on continued full-time enrolment in an undergraduate program.

7. Payments to students

7.1 Two payments a year will be made, each within one month after the Census Date in semester 1 and semester 2, to the value of 50% of the annual scholarship amount, subject to the student maintaining ongoing eligibility requirements.

7.2 Payments will be made directly to students via electronic funds transfer to the bank account nominated by the student.

8. Full-time study requirements

8.1 To remain eligible for continuing payments, scholarship recipients must remain enrolled in a full-time study load of at least 6 units in semester 1 and 6 units in semester 2. A student enrolling in less than a full-time study load is not eligible for a UQ Academic Scholarship.

8.2. The University will consider exceptional circumstances such as disability or serious medical condition, significant carer responsibilities and the unique circumstances of Indigenous Australian students in determining inability to study full-time.

8.3 A student whose course load falls below 6 units in a semester, will have their eligibility status reviewed and will be required to show cause why their scholarship should not be terminated. Such students will be ineligible to retain their Academic Scholarship unless they provide evidence that there are exceptional circumstances that prevent them studying on a full-time basis.

8.4 Students who undertake a component of their studies while on overseas student exchange (UQ Abroad), or with another university through an approved cross-institutional arrangement, will not be precluded from accessing the scholarship if this study will count towards the requirements of the program in which the student is enrolled.

9. Academic progress

9.1 The University will confirm a student’s ongoing eligibility for an Academic Scholarship on a twice-yearly basis prior to payment in semester 1 and semester 2.

9.2 The University requires students holding an Academic Scholarship to achieve satisfactory academic progress, as set out in section 9.3 below.

9.3 Satisfactory academic progress means:
(a) achieving a passing grade for all courses in which the scholarship recipient is enrolled as at each semester Census date; and

(b) for UQ Excellence Scholarship recipients:
   (i) achieving a grade point average (GPA) of at least 5 at the completion of the first year of study; and
   (ii) achieving a GPA of at least 5.5 in each semester thereafter.

(c) for UQ Vice-Chancellor’s scholarship recipients:
   (i) achieving a grade point average (GPA) of at least 5.5 at the completion of the first year of study; and
   (ii) achieving a GPA of at least 6.0 in each semester thereafter.

10. Deferral and suspension of an Academic Scholarship

10.1 Scholarship recipients may apply to have their scholarship deferred for up to one year only if approval to defer their tertiary place has been granted. Scholarship recipients who do not take up their university place in the year following an approved deferment of study, shall have their scholarship offer withdrawn.

10.2 Once commenced, approval to suspend an Academic Scholarship will only be granted in exceptional circumstances and only for a maximum period of one year. Such circumstances must be explained in full to the satisfaction of The University of Queensland and must be supported by evidentiary documentation eg letter from health practitioner, counsellor etc.

11. Termination of an Academic Scholarship

11.1 Academic scholarship recipients who fail to meet the full time enrolment and academic progress requirements set out in these guidelines will be required to show cause why their scholarship should not be terminated. Such students will be ineligible to retain their Academic Scholarship unless they provide evidence that exceptional circumstances have impacted on their studies.

11.2 The University will also terminate an Academic Scholarship:
   (a) if the student has committed serious misconduct including, but not limited to, the provision of false or misleading information in their Application Form; or
   (b) if a recipient of a named scholarship transfers to another program not eligible for the scholarship, or
   (c) once the full value of the scholarship has been paid, or
   (d) if the student does not resume study at the conclusion of an approved period of suspension.

12. Appeals process

12.1 The award of an Academic Scholarship to selected recipients is entirely at the discretion of The University of Queensland’s Academic Scholarship Selection Panel and no appeals regarding the non-award of an Academic Scholarship will be entered into.

12.2 Appeals regarding the termination of an Academic Scholarship, once commenced, will be heard by the University’s Senate Student Appeals Committee.

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