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PCCC Port Curtis Coral Coast Trust Limited
for the Port Curtis Coral Coast Aboriginal
Peoples Charitable Trust Board

Attachment 1.

TERTIARY EDUCATION SCHOLARSHIP ASSISTANCE PROGRAM FUNDING GUIDELINES

POLICY OVERVIEW

PCCC Ltd Board recognises that education, specifically higher education, plays a vital role in improving the overall state of our people particularly their health and economic wellbeing and ability to contribute to our community. That, as well as being able to participate effectively in broader society, is the PCCC constituency.

For PCCC to improve the educational outcomes for its members, the PCCC Ltd Board has identified tertiary education as an imperative and in such comes under Priority Three in its suite of programs available to its membership.

The PCCC Ltd Education Committee has developed this policy as part of the PCCC Education Assistance Range of Programs.

FUNDING AVAILABLE

There will be available scholarships for PCCC university students who qualify under this program, and submit a formal PCCC Ltd application form;

Twenty-four (24) grants of up to \$5,000.00 per person, are made available for PCCC members who are engaged in tertiary education at undergraduate and post-graduate levels, including Higher Degree Research students.

ELIGIBILITY

Tertiary Scholarships Applicants Criteria

The scholarships are open to applicants who meet **all** of the following criteria:

- Aboriginal tertiary students from the PCCC native title group i.e. (Bunda, Byellee, Gooreng Gooreng and Gurang people);
- Enrolled full-time in an undergraduate or postgraduate degree at an Australian university;
- Part-time students may be considered but the amount approved will be pro-rata;
- Must have completed at least one year of course for university, proof of which must be provided with the application;
- International programs of study may be considered.

REQUIRED DOCUMENTATION

The following documents must be submitted with the application:

- A written statement of approximately 200 words outlining:
 - Why you are undertaking a university degree or course;
 - How the scholarship could financially support and enhance your study;
- Evidence of your contribution to and/or leadership in community service;
- Academic transcript;
- Postgraduate students are required to have a letter of support from Supervisor of Higher Degree Research detailing progress;
- Two written references one being from a recognised PCCC Indigenous community member and one other (academic, religious, community engagement, professional, or personal).

SELECTION CRITERIA

Applications are assessed on the strength of the following criteria:

- Written statement;
- Community Service;
- Proof of enrolment;
- Academic achievement and progression for at least one year of enrolled course;
- Written references – one academic referee, one community referee.

APPLICATION PROCESS

- Applications to be received before COB 30 March 2018
- Must disclose previously courses enrolled in, and if these have been completed;
- Must have successfully completed one year of tertiary studies in the degree for which they are seeking support;
- Must submit certified copy of academic transcript with application; and
- One academic and one community referee.

Please note that future scholarship applications will only be considered if the candidate has successfully progressed under the current scholarship. That is, if you are awarded a scholarship in 2017 you will not be awarded one in 2018 if you have not made satisfactory progress, which means that you would have to have passed all subjects enrolled in at time of application.

SELECTION PROCESS

- The applications will be assessed by the Education Committee in consultation with the PCCC Ltd Executive and recommended to the PCCC Ltd Board.
- Unsuccessful applicants will be formally advised by letter from PCCC Ltd.

SELECTION COMMITTEE

A Selection Committee to be appointed by PCCC Trust Board with Chair of Education Committee or a nominee, to Chair the evaluation process;

DISBURSEMENT OF FUNDS

2018 Payment Schedule – PCCC Ltd Scholarships Assistance Program:

PAYMENT	PART TIME*	FULL TIME*	NOTES
PAYMENT 1	\$625	\$1,250	Initial payment to be made after census date, and on receipt of PCCC Ltd approval letter. Must provide evidence that they have successfully completed one year of degree.
PAYMENT 2	\$625	\$1,250	To be made on successful completion of semester, by provision of academic record.
PAYMENT 3	\$625	\$1,250	Initial payment to be made after census date, and on receipt of PCCC Ltd approval letter.
PAYMENT 4	\$625	\$1,250	To be made on successful completion of semester, by provision of academic record.

*For most programs a standard full-time study load is 40 credit points per trimester. You are enrolled in a part-time study load when you enrol in courses totalling less than 75% of a standard full-time load.

- Payment is dependent on successful progress of student/applicant, with initial payment of \$1,250 for full time study load;
- Approval will be for those who are continuing with their University course and new applications for subsequent years;
- Payment to be made after consideration of successful progress is made:
 - Progress will be deemed successful when:
 - Scholarships – Students have provided certified academic transcripts detailing at least a PASS level in all subjects enrolled in for the sponsored semester; and
 - Report is tabled with student feedback on course;
- The Chair of the Education Committee or nominee will submit list of successful applicants to PCCC Trust Board before final approval and payment of the scholarship;
- A PCCC Ltd letter of Offer of Assistance will be provided to confirm the terms of the approval;

EXPECTATIONS:

- As part of the awarding of the PCCC Trust Bursaries, the recipients will be expected to consent to being part of the public positive promotion of their award. Consent Forms will be made available for this purpose.
- Successful applications must be willing to provide progress reports as well as photographs(s) for publication on PCCC Newsletter, website, or may be asked to feature in an article on behalf of the PCCC to talk on the grant or scholarship and the opportunity it had provided.