

CHARLES STURT
UNIVERSITY



**CSU Rural Learning Partnership
Scholarships
Guidelines
2010**

1. PREAMBLE

In 2010 CSU will offer 20 Rural Learning Partnership Scholarships worth \$2000 each for one year.

2. ELIGIBILITY

To be eligible for a CSU Rural Learning Partnership Scholarship (RLPS) in 2009 a student must, by the first HECS census date in their first session of enrolment:

- 2.1 Be an Australian citizen or the holder of a permanent humanitarian visa or a temporary protection visa; and
- 2.2 Reside in a regional or remote area of Australia consistent with the ASGC Remoteness Areas Classification. This can be checked by accessing the Remote Postcode Check on the CSU Equity website at <http://www.csu.edu.au/division/studserv/equity/>
- 2.3 Be undertaking a CSU undergraduate course of study that incorporates cross- institutional enrolment with TAFE.
- 2.4 Be enrolled as a full-time student; taking into account co-enrolment across both institutions (TAFE and CSU). Note: A full time student is one who is enrolled to undertake an amount of study of at least three quarters (or 75%) of an equivalent full-time study load (EFTSL). Students who are enrolled to undertake less than this amount of study are not eligible for a RLPS unless there are exceptional circumstances that prevent the student from studying full-time.
- 2.5 Be able to demonstrate financial hardship, for the purpose of these Guidelines,
 - a) demonstrated by the student being in receipt of a means-tested Commonwealth Income support payment; or
 - b) on the basis of an assessment conducted by CSU student equity staff using the information provided by you, as referred to in 4.4.
- 2.6 Account will also be taken of other indicators of educational disadvantage recognised in the Higher Education Equity Program, i.e. Disability, non-English speaking background, and ATSI status.
- 2.7 An applicant must not already have completed the requirements of a course of study regarded by CSU to be equivalent to, or higher than, an Australian Bachelor award, unless the award is a prerequisite to a student's current undergraduate course of study and there is no alternative pathway into that course of study at CSU (e.g. a degree followed by a teaching diploma).
- 2.8 Students must not be in receipt of another scholarship from Charles Sturt University.

3. EXCEPTIONAL CIRCUMSTANCES

- 3.1 CSU will take into account factors such as disability and significant carer responsibilities in determining a student's inability to study full-time.
- 3.2 Students must complete the Long Term Medical Condition / Disability section of the RLPS Application form, should they fail to meet the full-time study requirements as set out in paragraph 2.4 of these Guidelines, due to a disability.
- 3.3 For the purpose of this program, a carer is defined as a person of any age, who without being paid (excluding Centrelink), cares for another person who needs ongoing support because of a long-term medical condition, a mental illness, a disability, frailty or the need for palliative care. A carer may or may not be a family member and may or may not live with the person. Volunteers

under the auspices of a voluntary organisation are not included. Applicants may be in receipt of a Centrelink Carer Allowance or Carer Payment.

3.4 Students must complete the Sole Parent / Carer Responsibilities section of the RLPS Application form, should they fail to meet the full-time study requirements as set out in paragraph 2.4 of these Guidelines, due to carer responsibilities as defined above.

4. APPLICATION AND ASSESSMENT

4.1 To be assessed for a CSU Rural Learning Partnership Scholarship, students must complete and sign a 2010 CSU Rural Learning Partnership Scholarships Application form.

4.2 Applicants must provide the appropriate documentation as requested in the 2010 CSU Rural Learning Partnership Scholarships Application form.

4.3 Where documentation is required to determine eligibility and is not supplied, the applicant will be deemed ineligible.

4.4 CSU Rural Learning Partnership Scholarships will be assessed and ranked based on the information provided in the application and supporting documentation.

5. OFFERS

5.1 Provisional offers will be made on the basis of information supported, which will be checked and clarified as at HECS Census date.

5.2 CSU will offer a CSU Rural Learning Partnership Scholarship as a result of a competitive application process.

6. PAYMENT

6.1 Payment will be by electronic funds transfer (EFT) in instalments up to 6 weeks after Census date. Payments will payable at a percentage of the annual scholarship value, in applicable sessions.

6.2 Recipients upon accepting the offer of a RLPS will be required to provide banking details to Charles Sturt University for scholarship payments to occur.

7. ONGOING ELIGIBILITY

7.1 Scholarships will be awarded initially for one year, subject to ongoing eligibility.

7.2 Ongoing eligibility checking takes place prior to consecutive session payment.

8. DURATION

8.1 Offers will be confirmed at Census date in year of offer.

8.2 Awarded for one year but student can re-apply in each year of their studies. There is no limit to number of years provided.

9. REVIEW

9.1 Any complaints about the administration of these scholarships should be directed to the Manager, Access and Work, Division of Student Services, Charles Sturt University.

10. TERMS AND CONDITIONS

10.1 A RLPS recipient must provide in writing, at the earliest possible convenience, the details of changed circumstances, to those provided in their CSU Rural Learning Partnership Scholarships Application Form 2010. Changed circumstances details are to be sent to the Student Equity Officer.

10.2 Upon receipt of change in circumstances details CSU may re-assess the student's entitlement to the RLPS.

10.3 Upon signing and returning the RLPS Acceptance Form, students agree to fulfil all requirements as set out in these Guidelines, and consent to the University accessing the student's records both here and at TAFE for the purposes of assessing and administering their RLPS.

11. PRIVACY

Personal and health information provided for the administration of the CSU Rural Learning Partnership Scholarships is protected by the Privacy and Personal Information Protection Act 1998 (NSW) and the Health Records and Information Privacy Act 2002 (NSW).

The information collected (and obtained from TAFE) will only be used by authorised staff to assess eligibility, rank applicants and administer the CSU Rural Learning Partnership Scholarships. The information collected may also be used for assessment purposes for other scholarships and equity programs where permission is given by the applicant. Students should be aware that they provide information of their own free will.

Personal and health information provided by the applicant will not be made available to any person within the University or any person or organisation outside the University for any other purpose without the applicant's consent, except where the University may be legally required to do so.

Applicant files will be held in a secure filing cabinet which is accessible only to authorised employees and will be kept for the appropriate legal time limit and then destroyed.

Students may access their personal and health information to ensure that it is not inaccurate, irrelevant to the purpose for which it was collected, misleading, incomplete or out-of-date. Students may also ask a Student Equity Officer to amend any of the information held about them or to add comments or explanations in relation to their information. To do any of these things students should contact one of the Student Equity Officers.

Students dissatisfied with the way a Student Equity Officer has handled their personal or health information may apply to have the matter reviewed by lodging a formal application with the CSU Privacy Officer.