# UTS

# UTS Scholarship Conditions of Award

# FEIT Women in Engineering and IT Scholarship

This document sets out the conditions of award for the below scholarship ('Scholarship') and the obligations of recipients ('Recipient') and UTS in regards to this Scholarship. The administrative processes to support awarding this Scholarship will be managed, and may be amended, in accordance with UTS Rules, Policy and Procedures.

**FACULTY: Engineering and Information Technology**

**1. NAME: FEIT Women in Engineering and IT Scholarship**

**2. PURPOSE**
The FEIT Women in Engineering and IT Scholarship has been established with the goal of increasing the participation of women in Engineering and IT as a non-traditional area of study. The Scholarship will provide financial assistance for the first year of study in their chosen Engineering or IT degree.

**3. VALUE AND BENEFIT**

**3.1 Number of Recipients**
Up to Twenty (20) new Recipients will be awarded the Scholarship each year.

**3.2 Benefit/s to Recipient**
The maximum total value of the Scholarship is $10,000 to each Recipient.

**3.3 Payment of benefit/s:**
- The Recipient will receive one payment per semester by electronic funds transfer to her nominated bank account.
- Each payment will be $5,000 (or the pro-rata amount if part-time study has been approved by exception as defined in clause 8).
- Payments are subject to the Recipient satisfying ongoing eligibility criteria as defined in clause 8.

**4. DURATION**
The duration of the Scholarship is one (1) year.

**5. ELIGIBILITY CRITERIA**
Applicants must be:
- A current or non-current school leaver with an ATAR or equivalent of 85 or above, excluding bonus points; and
- Female; and
- Commencing their first year of an undergraduate degree in the Faculty of Engineering and IT; and
- Australian citizens, or holders of an Australian Permanent Resident visa or Permanent Humanitarian visa;
- For the duration of the Scholarship: full-time enrolment in the degree
- All candidates must apply using the online UTS Scholarships Application form.

## 6. RECIPIENT SELECTION CRITERIA

- Interest in Engineering or IT and motivation to succeed in the UTS course, as demonstrated by the Scholarship application and interview.
- Academic merit.
- Initiative in extra-curricular and non-academic activities, as demonstrated by the Scholarship application and interview.

## 7. SELECTION

Applicants are shortlisted for an interview based on the above selection criteria by the Scholarships Office and the Faculty of Engineering & IT. Scholarships will only be awarded to applicants who personally attend an interview. The Interview Panel will be made up of at least three relevant members of staff, and is to include a representative of the Women in Engineering & IT Program.

Candidates will be ranked on the above selection criteria and their interview score, and will be presented to a Scholarships Committee which will undertake the final selection of the Recipient, usually in November.

The Scholarships Committee will be made up of at least three relevant members of staff, chaired by the Dean of the Faculty of Engineering and Information Technology (or their nominee), and is to include a representative of the Women in Engineering & IT Program and a member of staff experienced in assessment and award of scholarships, and if possible a member of the Interview Panel. Offers will be authorised by the chair of the Scholarships Committee.

## 8. ONGOING RECIPIENT ELIGIBILITY CRITERIA

### 8.1 Academic progress

The Recipient is expected to maintain a Credit grade average (WAM 65 +) for the duration of the Scholarship.  If this condition is not met, the Scholarships Selection Committee will review the case. The Scholarship may be terminated unless exceptional circumstances[1] are found to prevail.

### 8.2 UTS enrolment

The Recipient:

- must continue to be enrolled full-time in a program at UTS[2]; or
- may, in exceptional circumstances[3], apply to UTS for approval of a part-time study load. The Recipient with an approved part-time study load may receive reduced payments for the period of part-time study.

### 8.3 Leave / Deferral

- If the Recipient defers the UTS offer or withdraws from the UTS course after the start of her first semester, the Scholarship will be terminated and any Scholarship payment already made for the semester in which they withdraw is to be reimbursed to UTS.
- After the first semester in which the Scholarship is awarded, if the Recipient can demonstrate exceptional circumstances, she may apply to the Scholarships Office to place the Scholarship on hold for the duration of approved Leave of Absence from studies. If the application is approved, payment of the Scholarship will be suspended for the period of leave. The Scholarship will be terminated if the Recipient takes leave without approval from UTS.

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[1]Exceptional circumstances include ongoing disability, illness, carer responsibilities and other educational barriers and are considered case-by-case.

[2] Recipients enrolled in non-standard subjects including but not limited to practical professional experience subjects required for course completion, or Recipients undertaking a semester of exchange approved by UTS who maintain their enrolment status at UTS through exchange subjects, will be considered case-by-case as part of the standard ongoing eligibility checking each semester.

[3] Exceptional circumstances include ongoing disability, illness, carer's responsibilities and other educational barriers and are considered case-by-case.

- Provided the Recipient remains eligible, payments will be resumed to the Recipient after an approved leave of absence until the remaining value of the Scholarship has been paid or another leave of absence is approved.

## 8.4 Other obligations and conditions
- The offer of the Scholarship is made subject to information provided by the Recipient being true and accurate.
- By accepting the offer of the Scholarship, each Recipient agrees to the Conditions of Award.
- The Recipient is responsible for advising the Scholarships Office of any changes in circumstances that would make her ineligible for continuation of the Scholarship, e.g. reducing study load to part-time, taking leave of absence or deferring study.

## 9. TERMINATION OF RECIPIENT'S SCHOLARSHIP
The Scholarship will terminate:
- If the Recipient ceases to meet the eligibility criteria; or
- If the Recipient breaches any conditions of the Scholarship; or
- If UTS determines that the student is guilty of misconduct and after consultation with the Registrar the delegate able to award the Scholarship deems that it is not appropriate for the Recipient to continue to hold the Scholarship.

## 10. FUNDING

### 10.1 Internal UTS funding
Internal UTS funding has been budgeted by the Faculty of Engineering and Information Technology for three (3) years. Annual funding is calculated at $ 10,000 per new Recipient.

### 10.2 External funding
None.

### 10.3 Funding projection
Three year projection (estimates only as number awarded may vary). Funding will be confirmed at the end of each academic year in order to determine the number recipients and total funding commitment.

| Recipients | 2018 | 2019 | 2020 |
|---|---|---|---|
| New | 20 | 20 | 20 |
| Ongoing | 0 | 0 | 0 |
| Total annual | 20 | 20 | 20 |
| Annual Amounts | $200,000 | $200,000 | $200,000 |

## 11. ROLES AND RESPONSIBILITIES
Owning Faculties/Units:                 Faculty of Engineering and Information Technology
Managing Faculties/Units: Scholarships Office

## 12. PUBLICATION OF CONDITIONS OF AWARD
- Scholarships Office must be notified of these Conditions of Award prior to approval.
- On approval, the Conditions of Award must be forwarded to the Scholarships Office for publication of clauses 1 to 9 on the UTS website.
- Recipients must be notified of clauses 1 to 9 at the time of Scholarship offer being made.

## 13. DOCUMENT REVIEW
The formal review date for this document is by the end of 2018.

**14. APPROVAL***

Endorsement from all stakeholders listed at clause 11 must be sought before final approval.
Approval must be in accordance with the UTS Standing Delegations clause 4.11 / 1.9.

Endorsed by:      Maritza Messina
Title:                Industry Liaison Manager (Engineering Programs),
                         Faculty of Engineering & Information Technology
Date:                24th August 2017

Endorsed by:      Didar Zowghi
Title:                Acting Program Director, Women in Engineering & IT,
                         Faculty of Engineering & Information Technology
Date:                24th August 2017

Endorsed by:      Alan Henry
Title:                Deputy Director, Student Administration Unit
Date:                24th August 2017

Approved by:      Ian Burnett
Title:                Dean, Faculty of Engineering & Information Technology
                         (by Executive Action on behalf of the Engineering & Information Technology
                         Faculty Board)
Date:

*Signatures not necessary if approval/endorsement is documented in writing.*

**DECLARATION**


I, _____, certify that I have read and accept the Conditions of Award for the Faculty of Engineering and Information Technology Women in Engineering and Information Technology Scholarship.


Full name        _____

Signature        _____

Date             _____