1. **PURPOSE OF STUDENT LEADERSHIP AWARDS**

These awards recognise and celebrate students across Victoria University who play a significant leadership role in their extracurricular and co-curricular activities and in doing so make a demonstrable impact on improving the quality of student experience within or beyond Victoria University.

Up to 10 awards will be granted annually with winners receiving $300 each and a certificate.

Award winners will be notified by mail by the end of September 2010 and provided with information about the Student Leadership Awards Ceremony which will take place on the evening of Friday 29 October 2010 at VU’s Queen Street Campus.

2. **ELIGIBILITY**

- Onshore Victoria University students from Further Education, Vocational Education (TAFE) and Higher Education students are eligible to apply for Student Leadership awards.

- Students who have already received recognition from Victoria University for leadership activities are ineligible to apply.

- Each applicant must be prepared to give evidence* that:
  - he/she is currently enrolled as a full-time student;
  - can balance their university study commitments with their leadership and involvement by achieving at least pass grades in all their subjects;
  - has not been found guilty of misconduct or otherwise disciplined in accordance with the University’s internal disciplinary procedures.

* Evidence will be obtained by conducting a search of VU’s database using the student ID provided by the applicant on the application form. The search will be performed by Student Records and all information will remain confidential.

- Unsuccessful applicants are eligible to reapply in subsequent years but winners are ineligible to apply for a Student Leadership Award in the following years.

3. **SELECTION CRITERIA**

All applicants for Student Leadership Awards will be assessed on the evidence they provide in relation to the following three criteria:

1. Leadership roles and participation in extracurricular and co-curricular activities which have resulted in a significant contribution to improving the quality of student experience within or beyond Victoria University.

---

1 Extracurricular - outside normal curriculum: education done or happening outside the normal curriculum of a school, college, or university. Co-curricular – not forming part of the official curriculum but complementing it.
2. Personal and professional development for VU students resulting from leadership roles in extracurricular and co-curricular activities.

3. Involvement in leadership roles in extracurricular and co-curricular activities which reflects VU’s values:
   - knowledge and skills, critical and imaginative inquiry
   - equality of opportunity
   - diversity
   - community engagement/co-operation
   - integrity, respect and transparency and
   - excellence

4. **HOW TO APPLY**
   All applicants MUST complete an Application Form available at www.vu.edu.au/student-leadership which consists of three parts:

   **Part A: Application Details**
   1. Details of applicant; and
   2. Details of person supporting applicant (at least one)

   **Part B: Addressing the Criteria**
   1. Written statement addressing the criteria, see Application Form for selection criteria questions. Each question should be answered in 200 words or less. (See the model application addressing the criteria which has been provided to guide applicants.)

   **Part C: Supporting Materials**
   1. At least one signed letter of support (and not more than two) by a person who is in a position to comment on your leadership activities at VU.
   2. Supporting materials which demonstrate the nature of your achievements and may include: printed materials (e.g. posters, photos, flyers, invitations, postcards, letters), other material (e.g. merchandise), CD ROM or DVD, website.

The closing date for submitting your application is **5.00pm on Tuesday 24th August 2010**. Applications can be submitted by either:

- email to slawards@vu.edu.au; OR
- delivered to: SL Awards Application, Student Services, Room M207, Building M, Level 3, Footscray Park Campus

For assistance with completing your application contact your Course Co-ordinator or Student Leadership Project Manager. For assistance with submitting your application and the application process email slawards@vu.edu.au.

5. **SELECTION PROCESS**
   The Selection Panel for the Student Leadership Awards may be comprised of:
   - Student Welfare Officer
   - Transition Officer
   - Student Union representative
   - Staff representative from HE;
   - Staff representative from FE/VE;
   - Library staff member;
   - Student Leadership Council member.

   Panel members will be asked to declare any potential conflicts of interest from the outset.