

ELIGIBILITY GUIDELINES FOR VU ACCESS SCHOLARSHIPS

These Guidelines apply to holders of:

VU Access Higher Education Scholarships

VU Access TAFE Scholarships (Vocational / Further Education)

John Byrne Scholarships

Please retain this document for your reference.

1 BASIC ELIGIBILITY

For all VU Access Scholarships, a student must be:

- 1.1 An Australian citizen, a Permanent Resident of Australia, holder of a Bridging or other Temporary visa or holder of a Permanent Humanitarian Visa, **and**
- 1.2 Experiencing financial hardship demonstrated through receipt of a means-tested Commonwealth income support payment or other evidence of low income and / or social disadvantage, **and**
- 1.3 Enrolled in a Commonwealth Supported Place (higher education student), or enrolled in a Government funded profile place (Vocational / Further Education [TAFE] student), **and**
- 1.4 Enrolled full-time*
*Full-time enrolment in a Higher Education course-at least 75% of a full-time load-minimum 36 credit points per semester
*Full-time enrolment in a Vocational / Further Education (TAFE) course means at least 540 study hours over a study year
- 1.5 Students are only able to hold one scholarship at a time from Victoria University.

A student is **not eligible** for a VU Access Scholarship if they:

- 1.6 Have already completed a bachelor degree or higher level degree unless each degree is a prerequisite for their current course of study, and there is no alternative pathway into that course of study at Victoria University. Students enrolled in the Bachelor of Laws (Graduate Entry) and Bachelor of Nursing (Graduate Entry) courses at Victoria University are not eligible for these scholarships.
- 1.7 Are enrolled on a part-time basis, unless assessed as having approved exceptional circumstances that prevent full-time enrolment. In approving exceptional circumstances, the University will take into account factors such as: enabling course requirements; disability; significant family care responsibilities; Indigenous community responsibilities; or course constraints outside a student's control. Applicants with exceptional circumstances must seek approval by writing to the Scholarship Selection Panel.
- 1.8 Have already received a VU Access Scholarship for the maximum duration in the same course of study
- 1.9 Are in receipt of a Commonwealth Scholarship administered by Centrelink (Higher Education students only).
- 1.10 Are in receipt of a Centrelink Start-up scholarship or Centrelink Start-up loan

Note: You do not need to reapply for this scholarship each year. We will contact you annually by mail.

2 ONGOING ELIGIBILITY

Prior to each payment, each Scholarship holder is required to complete the renewal process by confirming that they continue to meet the eligibility requirements:

- 2.1 Maintain full-time* enrolment (or have approval from the Selection Panel if enrolled part-time).
*Full-time enrolment in a Higher Education course-at least 75% of a full-time load-minimum 36 credit points per semester
*Full-time enrolment in a Vocational / Further Education (TAFE) course means at least 540 study hours over a study year
- 2.2 Notify the Scholarships Office of any changes in financial circumstances since time of application. Students must declare all changes or increases in income for reassessment.
- 2.3 Notify the Scholarships Office of any changes to enrolment. In some cases, a scholarship holder may transfer to another eligible course at Victoria University and retain the scholarship.

Victoria University
Scholarships Office

- 2.4 Notify the Scholarships Office of any other changes to their circumstances which would make them ineligible to continue to receive the Scholarship.
- 2.5 Maintain satisfactory academic progress, according to the University's Student Progress Policy.
- 2.6 Comply with University standards with regard to academic misconduct.

3 PAYMENT OF SCHOLARSHIP

- 3.1 Maximum duration of the VU Access Scholarships is four payments (four years) for Higher Education students and two payments (2 years) for TAFE students. Scholarships are paid for the maximum duration unless the student is no longer eligible to receive payment. This includes where a student completes their course of study or no longer meets the eligibility criteria.
- 3.2 Scholarships are normally paid by Electronic Funds Transfer direct to the student's nominated bank account.
- 3.3 One payment will be made each year, usually in late April or late September, depending on when the scholarship is awarded. Payments are made only after confirmation of student enrolment status and eligibility.
- 3.4 The Scholarships Office may pay University Tuition, Service and Materials fees up to the value of the scholarship, and pay the remainder directly to the scholarship holder.

4 SUSPENSION OF SCHOLARSHIP

- 4.1 Students who take approved leave of absence from their studies will have their scholarship suspended. Payment will recommence in the next semester of enrolment, and continue to the maximum period of the scholarship.

5 TERMINATION OF SCHOLARSHIP

A scholarship will be terminated in any of the following circumstances:

- 5.1 The scholarship holder no longer meets the eligibility criteria; or
- 5.2 The full value of the scholarship (maximum period of scholarship payment) has been paid; or
- 5.3 The scholarship holder ceases to be enrolled in an eligible course of study; or
- 5.4 The scholarship holder does not resume study at the conclusion of a period of approved leave; or
- 5.5 The scholarship holder fails to maintain satisfactory academic progress according to the University's Student Progress Policy; or
- 5.6 The scholarship holder is found guilty of serious academic misconduct.
- 5.7 The scholarship holder is found to be in receipt of a Commonwealth Scholarship administered by Centrelink (for Higher Education students only);
- 5.8 The scholarship holder transfers to another university.

6 APPEALS

Scholarship holders may lodge an appeal to the Academic Registrar & Executive Director (Student Services), in circumstances where they believe they have been incorrectly determined as ineligible for continuation of their scholarship.

7 SCHOLARSHIPS OFFICE CONTACT DETAILS

Phone (03) 9919 5568
Email scholarships@vu.edu.au
Website www.vu.edu.au/scholarships
Location Footscray Park Campus, Ballarat Road, Building M, Level 2, Room M206
Mail Scholarships Office, Footscray Park, Victoria University, PO Box 14428, Melbourne VIC 8001