



Note: These conditions are subject to approval and final drafting by University Committees

UWA SWANS Scheme * [F8091]

An asterisk (*) indicates that this scholarship is governed by conditions. This scholarship is governed by the General Conditions for Scholarships for Coursework Students except as set out in the conditions that follow.

These conditions must be read in conjunction with the following documents:

(a) Commonwealth of Australia Higher Education Support Act 2003—Guidelines for Commonwealth Scholarships 3 December 2008 (the Guidelines)

(b) Commonwealth Scholarships Conditions of Award

The Act referred to is The Higher Education Support Act 2003 (the Act)

The awards are administered in accordance with the following conditions:

Purpose

1. The equity scholarship programme, called the UWA SWANS Scheme, is designed to—

(a) reduce financial barriers to tertiary study for students from educationally disadvantaged backgrounds who are Commonwealth Supported Higher Education Contribution Scheme students or domestic fee paying students; and

(b) meet the provisions of the Higher Education Equity Programme (HEEP) wherein the Department of Education, Employment and Workplace Relations (DEEWR) requires institutions to offer 'an institutional equity scholarship programme to complement the Commonwealth Scholarships (CS) Programme'.

Description of Scholarships

2.(1) The UWA SWANS Scheme allows for up to 200 scholarships to be offered in an academic year.

(2) There are two types of scholarships available:

(a) Partial Fee Waiver scholarship¹; and

(b) Cash Payment scholarship.²

(3) Students nominate at the time of submitting their application the type of scholarship for which they are applying.

(4) Students who are awarded a scholarship in an academic year but would then like to change their payment option will need to re-apply for a scholarship in the next academic year. If, within the normal competitive process, the student was awarded a scholarship in the

¹ According to advice received from the Federal Government, funds received under this scholarship are exempt in means-tested Commonwealth Income Support Payments.

² According to advice received from the Federal Government, funds received under this scholarship are included in means-tested Commonwealth Income Support Payments.

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subsequent period, they would be able to relinquish the first scholarship and accept the new UWA SWANS Scheme scholarship. The prior tenure of the first scholarship would be deducted from the tenure of the new scholarship, and the maximum combined duration of the scholarships is a total of eight half years.

Annual Value

3. The scholarship is valued at \$2,207 per annum for the 2009 academic year and is indexed annually in line with the indexation applied to Commonwealth scholarships.

Method of Payment

4. (1) The scholarship is paid in two equal instalments.

(2) One instalment is normally paid on or following the census date in each of first and second semesters.

(3) Payment of the second instalment is subject to the recipient making satisfactory progress in accordance with the rules of the course in relation to which the scholarship is awarded.

Eligibility Requirements

5.(1) To be eligible for a UWA SWANS Scheme scholarship a student must by the first census date in either semester one or semester two, as relevant—

(a) be an Australian citizen, the holder of an Australian permanent visa (including humanitarian visa) or a New Zealand citizen;

(b) be enrolled in an undergraduate course of study, or a graduate diploma in an area of National Priority³ as a Commonwealth supported post-2005 Higher Education Contribution Scheme student or a domestic fee-paying student as defined in the Act; or;

(c) be enrolled in a Master by coursework degree course for which the student would be deemed to be eligible to receive Centrelink;

(d) not already have completed the requirements of a course of study regarded by the University to be equivalent to or higher than an Australian bachelor's award, unless each such award is a prerequisite to their current course of study and there is no alternative pathway into that course of study at the University. (Note: The UWA SWANS Scheme Scholarships are intended primarily for students undertaking an initial qualification)

(e) meet the low socioeconomic status criterion specified in 6(1) and clause 2.10.5 of the Guidelines;

(f) meet the full-time student requirements specified in 7(1) and clause 2.10.10 of the Guidelines; and

(g) commence their course in the semester in which the scholarship is awarded.

Low Socioeconomic Status

6.(1) A student is eligible for a UWA SWANS Scheme scholarship only if the University is satisfied that the student is able to demonstrate low socioeconomic status either—

(a) through being in receipt of a means-tested Commonwealth income support payment (such as Austudy, ABSTUDY, Youth Allowance etc); or

(b) on the basis of a comprehensive assessment conducted by the University.

(2) Applications from students who do not receive any Commonwealth income support payment but have submitted a comprehensive statement of financial hardship are reviewed by a working party comprising—

the Chair of the Undergraduate Scholarships Sub-Committee, or nominee;

³ These areas are primarily teaching and nursing.

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the Manager, Graduate Research and Scholarships, or nominee; and

the Undergraduate Scholarships Officer (as a member and Executive Officer).

Full-time Student Requirements

7.(1) A student undertaking less than a full-time student load (defined as at least 75% of an equivalent full time student load in the scholarship period for which a scholarship is being paid) is not eligible for a UWA SWANS Scheme scholarship unless there are exceptional circumstances which prevent the student from studying full-time.

(2) Applications stating that a student cannot study full-time due to exceptional circumstances are reviewed by the working party described in 6(2).

(3) Educational disadvantage factors as described in 10(b) are considered by the working party described in 6(2) in determining whether there are exceptional circumstances which prevent full-time study.

(4) A scholarship recipient whose study load falls below a full-time student load has their eligibility status reviewed by the working party described in 6(2) and is ineligible to retain their UWA SWANS Scheme scholarship unless the working party determines that there are exceptional circumstances which prevent the student from continuing to study on a full-time basis.

Ongoing Eligibility Requirements

8. The Scholarships Office is responsible for monitoring scholarship holders' ongoing eligibility.

(1) The Scholarships Office will contact scholarship holders twice annually asking them to sign and return a written acknowledgement confirming their ongoing eligibility for a UWA SWANS Scheme scholarship on the basis that their personal circumstances have not changed from those detailed in their original scholarship application.

(2) Scholarship holders who inform the Scholarships Office of a change in circumstances will have their scholarship eligibility reviewed by the working party referred to in 6(2).

Body Responsible for Selection

9.(1) The Undergraduate Scholarships Sub-Committee is responsible for selecting UWA SWANS Scheme Scholarship awardees.

(2) The Undergraduate Scholarships Sub-Committee comprises:

- (a) the Pro Vice-Chancellor (Teaching and Learning) (Chair);
- (b) the Director of Student Services;
- (c) the Manager Graduate Research and Scholarships;
- (d) the Manager Student Support Services (and Equity and Diversity Adviser);
- (e) the Dean of the School of Indigenous Studies, or nominee;
- (f) one or more nominees of the Scholarships Committee; and
- (g) the Undergraduate Scholarships Officer (as a member and Executive Officer).

Selection Criteria

10. In ranking UWA SWANS Scheme applications the University considers the applicant's academic achievement and the applicant's level of past educational disadvantage, as defined below:

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(a) Academic Achievement

Applicants who meet the eligibility criteria for a CS will then be ranked based on academic merit. Academic achievement is defined by universal measures such as Tertiary Entrance Rank (TER), weighted average mark, grade point average etc. but not including school references, school awards etc. Past educational disadvantage, as defined in 10(b) will be taken into consideration when comparing grade point averages, TER etc.

(b) Past Educational Disadvantage

When assessing applications, the Undergraduate Scholarships Sub-Committee will take into account educational disadvantage, under the following categories:

- Recent school leavers (under 20 years of age) from low SES schools.
- Students from a regional or remote background.
- Holders of an Australian Permanent Humanitarian Visa.
- Students with a disability or chronic medical conditions. (Documentation from a medical practitioner or other suitably qualified health provider must be submitted with their application.)
- Students with carer responsibilities. (An applicant with carer responsibilities who cannot study full-time must provide suitable documentation in support of their application.)
- Indigenous Australians
- Students in any other category that the Undergraduate Scholarships Sub-Committee adds to this list from time to time.

The Undergraduate Scholarships Sub-Committee will determine how the above educational disadvantage factors will be scored or rated.

Criteria for Continuation of the Scholarship

11.(1) Continuation of the scholarship is subject to the recipient:

- (a) making satisfactory progress as defined in University General Rule 1.2.1.29 in the Undergraduate Handbook;
- (b) maintaining continuous enrolment at UWA from year to year, excluding periods of approved leave⁴;
- (c) confirming in writing prior to each scholarship payment being made, that their circumstances are unchanged from those described in their original application.

(2) The working party described in 6(2) determines a recipient's eligibility to receive further scholarship payments in situations where the conditions in (11)(a), (b) or (c) have not been met.

Method of Payment

12. The scholarship is paid in two equal amounts in each semester in accordance with the process outlined in section 8.0 of the SWANS Guidelines.

Duration

13.(1) The maximum duration of the SWANS scholarship is eight scholarship periods (i.e. eight periods of six calendar months or a total of four years).

(2) Except as set out in (3), recipients of SWANS scholarships who are enrolled in courses which are longer than four years (e.g. MB BS, BSc etc and combined courses) may apply for continuation of scholarship support through the Commonwealth scholarships programme at the end of the four year period of the SWANS scholarship.

(3) New Zealand citizens and holders of an Australian permanent visa (including a humanitarian visa) in receipt of SWANS scholarships who are enrolled in courses which are longer than four years may apply for an extension of the SWANS scholarship for the remaining duration of their course.

⁴ Refer Clause 15.

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(4) Students enrolled part-time due to exceptional circumstances (e.g. medical conditions, disability, carer responsibilities) are paid the normal annual amount of the scholarship subject to the total amount paid under the scholarship not exceeding the total amount which would have been payable had the student been enrolled on a full-time basis.

Note: The extension provision in (3) is in recognition of the fact that these students are currently not eligible for the Commonwealth scholarships.

Administration

14. The Scholarships Office is responsible for the management and administration of the UWA SWANS Scheme.

Deferral of a Scholarship

15.(1) Students awarded a scholarship who defer commencement of their studies or withdraw from their course prior to the semester one or semester two census date, as appropriate, forfeit their scholarship but can re-apply the following year.

(2) Continuing students who are recipients of a UWA SWANS Scheme scholarship and who wish to suspend or interrupt their studies for a period of up to 12 months after their first census date, are permitted to defer their scholarship for a similar period subject to written notification to the Undergraduate Scholarships Officer in the Scholarships Office.

(3) Requests to defer a scholarship for a period longer than 12 months are considered by the working party described in 6 (2) where there are exceptional circumstances and where the request is supported in writing by the student's Faculty Sub-Dean, Associate Dean or Student Advisor.

(4) The Scholarships Office monitors scholarship recipients who have deferred their scholarship to ensure that they re-enrol after the period of deferment has finished.

Transfer of a Scholarship

16.(1) Students who wish to change their course of study at UWA and retain their scholarship must advise the Scholarships Office in writing of their study plans.

(2) UWA supports continuation of their scholarship in respect of a change of course, subject to the student continuing to meet all other terms and conditions of the scholarship, but there is no extension to the duration of the student's scholarship.

(3) The UWA SWANS Scheme scholarship is not transferable to other institutions.

Termination of a Scholarship

17.(1) The University terminates a scholarship if—

(a) the student ceases to meet the eligibility criteria, other than during a period in which the scholarship has been deferred;

(b) the student breaches the terms and conditions of the scholarship;

(c) the student does not resume study at the conclusion of a period of deferment;

(d) the University determines that a student is guilty of serious academic misconduct; or

(e) the student fails to maintain satisfactory academic progress as defined in University General Rule 1.2.1.29 in the Undergraduate Handbook.

(2) The Scholarship Office informs a student in writing if his or her scholarship is to be terminated.

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Concurrent Awards

18.(1) Students are not normally entitled to receive in excess of twice the value of a CAS per annum in total from the UWA SWANS Scheme, any other UWA scholarships (including the G08 Scholarships) and/or the CS programme.

(2) As a general principle the University attempts to provide assistance to as many students as possible unless individual students present a compelling case warranting approval of more than one scholarship.