

Three Rivers University Department of
Rural Health Dental Science
Accommodation Scholarship

2019 Guidelines

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1. SCHOLARSHIP DETAILS

- 1.1. The [Three Rivers University Department of Rural Health](#) Dental Science Scholarship will support five students from within the Three Rivers rural [footprint](#) who are commencing full-time study in the Bachelor of Dental Science. The scholarship provides \$5000 financial support toward on-campus accommodation on the Orange campus for their first year of study.
- 1.2. The Scholarship amount will be a credit onto the successful scholarship applicant's CSU Student Account for accommodation charges only. (NOTE: this is not a cash payment)
- 1.3. The CSU Scholarships Office will be responsible for the assessment, allocation and administration of this scholarship.
- 1.4. CSU receives a high volume of applications for Scholarships; meeting the eligibility criteria may not guarantee applicants a Scholarship offer.
- 1.5. Applications received after the closing date will not be considered.

2. DEFINITIONS

- 2.1. **Active Student:** A student who is enrolled in subject/s in the current/commencing session. This excludes students on approved Leave of Absence.
- 2.2. **Award:** a degree, graduate diploma, graduate certificate, associate degree, diploma or associate diploma conferred by the University upon completion of a course or a program of research.
- 2.3. **Carer:** For CSU purposes, 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. Scholarship recipients may be in receipt of a Centrelink Carer Allowance or Carer Payment.
- 2.4. **Census Date:** The date at which you can withdraw from a subject or course without financial penalty.
- 2.5. **Commencing Student:** A student enrolled in, and undertaking, subjects in their first year of study at CSU.

DEFINITIONS (cont.)

- 2.6. **Commonwealth Supported Place:** A Commonwealth Supported Place (CSP) is a subsidised higher education enrolment. The Australian Government subsidises a CSP by paying part of the fees for the place directly to the University.
- 2.7. **Commonwealth Supported Student:** A student enrolled in a CSP is referred to as a 'Commonwealth supported student'. Students only pay the 'student contribution' amount, set by the university, for their units of study. (As defined in the [Higher Education Support Act 2003](#)).
- 2.8. **Continuing Student:** A student enrolled in, and undertaking, subjects in their second and subsequent years of study at CSU.
- 2.9. **Domestic Student (Student):** Means a student with a permanent home address in Australia who is:
- An Australian citizen
 - A New Zealand citizen
 - A diplomatic or consular representative of New Zealand, a member of the staff of such a representative or the spouse or dependent relative of such a representative; or
 - A student with an Australian permanent visa.
- 2.10. **Financial Hardship:** A person is considered to be in financial hardship when they find it difficult to provide for themselves, their family or dependents basic necessities such as food, accommodation, clothing, medical treatment and education.
- 2.11. **Full-time:** 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). At CSU, this equates to being enrolled in three or more (8 point) subjects, or 24 subject points or more per session.
- 2.12. **Grade Point Average:** A grade point is the numerical value assigned to a final grade to allow calculation of a *Grade Point Average* (GPA). GPA is the average of all final grades obtained by a student for courses within an academic program.
- 2.13. **Indigenous:** for the purposes of these Guidelines, means a person who is of Australian Aboriginal or Torres Strait Islander descent; identifies as an Australian Aboriginal or Torres Strait Islander; and is accepted as an Australian Aboriginal or Torres Strait Islander in the community in which he/she lives or has lived.

- 2.14. **Internal Student:** An *internal student* is a student that is studying the majority of subjects for any given session of the course as an on campus student. For example, if a student is enrolled in four subjects for a session, then three or more subjects must be studied internally (on campus). If a student is enrolled in three subjects for a session, then two or more subjects must be studied internally (on campus). The status as an *internal student* can change for each session of study.
- 2.15. **Leave of Absence:** Official approval to be absent from your study, whilst still maintaining the status of enrolled student.
- 2.16. **Low Socio-economic Status:** this is demonstrated by the applicant being in receipt of an eligible means-tested Centrelink benefit. Refer to Appendix A. If the applicant does not receive an eligible means-tested Centrelink benefit, a comprehensive assessment will be conducted by or on behalf of CSU to determine whether the student is of low socio-economic status.
- 2.17. **Online Student:** A student enrolled in 75% or more of subjects in a given session studying online.
- 2.18. **Part-time:** A *part-time* student is one who is enrolled in one or two (8 point) subjects per session, which equates to 8 or 16 subject points per session.
- 2.19. **Postgraduate:** A person who has obtained a degree from a university and is pursuing studies for a more advanced qualification.
- 2.20. **Professional Placement:** encompasses all terms that infer authorised professional experience and development for the subject in which the student is enrolled. These terms include 'practicum', 'placement', 'clinical placement', 'fieldwork placement', 'internship' and 'professional experience'.
- 2.21. **Regional, Remote or Very Remote Area:** The Australian Standard Geographical Classification – Remoteness Areas ([ASGC-RA](#)) is a geographical system developed by the Australian Bureau of Statistics to classify different living zones in Australia. Classifications are postcode based and are identified as 'Remote', 'Very Remote', 'Major Cities', 'Inner Regional' and 'Outer Regional'. To find your classification, you can view the following [map](#).
- 2.22. **Special Circumstances:** Circumstances which are beyond the student's control and which a reasonable person would consider is not due to the student's action or inaction, either direct or indirect, and for which the student is not responsible. This situation must be unusual, uncommon or abnormal.
- 2.23. **Undergraduate:** Undergraduate students who are enrolled and are studying for approved undergraduate qualifications at eligible higher education providers. Approved undergraduate qualifications include Bachelor Degree, Associate Degree, Advanced Diploma and Diploma courses of study. Enabling courses do not qualify.

3. POLICY

- 3.1. To receive this Scholarship, you must meet the eligibility criteria outlined in these guidelines and complete an online application form prior to the closing date. Late applications will not be accepted.
- 3.2. Applications with incorrect or no supporting documentation will be deemed ineligible.
- 3.3. A Scholarship recipient should be aware that payments may be regarded as income by Centrelink and/or ATO it is the responsibility of the recipient to seek independent advice with respect to implications resulting from receiving this scholarship.
 - (a) Full time students - scholarships are considered to be tax exempt income for students who are studying full time at university.
 - (b) Part time students - generally, scholarship funding provided to part time students, regardless of their employment status, is not considered to be tax exempt income. However, as long as the scholarship funding is used for non-tax deductible expenses it may be classified as exempt income.
- 3.4. Please seek independent taxation advice regarding your personal circumstances where required or visit [Is your scholarship taxable?](#)
- 3.5. CSU will treat any information provided by the applicant within the terms of relevant privacy legislation. See [CSU's privacy policy](#) for further information.
- 3.6. Due to privacy laws, any discussion of a scholarship application or recipient will only take place with the scholarship applicant/recipient.
- 3.7. The information collected will be used by authorised University staff to assess eligibility and administer the scholarship program. The information may also be used for assessment purposes for other scholarships, scholarship and equity programs across the University. Recipient names and email addresses may be made available to departments within the University for marketing and research purposes. No details will be used externally for any reason without the recipient's consent. Students should be aware that they provide information of their own free will.
- 3.8. Personal and health information provided by the applicant will not be made available to any person within the University or external organisation for any other purpose without the applicant's consent, except where it may be a legal requirement of the University to provide information

4. ELIGIBILITY CRITERIA

To be eligible for this Scholarship you must be:

- 4.1. studying an undergraduate degree as an active student;
- 4.2. enrolled in first year of the CSU Bachelor of Dental Science as a Commonwealth supported student; full fee paying students are **not** eligible;
- 4.3. enrolled as a full-time student;
- 4.4. enrolled as an internal student;
- 4.5. residing continuously in first year in on-campus accommodation on the Orange campus;
- 4.6. a commencing student;
- 4.7. an Australian citizen, a New Zealand citizen, a permanent Australian resident or a student with an Australian permanent visa;
- 4.8. a resident for at least five consecutive or cumulative years in a Regional or Remote area that is within the [Three Rivers footprint](#).

If you are receiving any other scholarships or grants for the purpose of relocating or accommodation you may not be eligible to receive this scholarship.

PLEASE NOTE: To be eligible for this scholarship you must be enrolled in subjects and have met all eligibility criteria by the closing date of this scholarship.

5. SCHOLARSHIP OFFER PROCESS

Application

- 5.1. You are required to complete an online application form, and provide current supporting documentation.

Selection

- 5.2. Applications will be assessed in accordance with the eligibility criteria and information provided.
- 5.3. You may be assessed as eligible but not receive an offer due to quota restrictions.
- 5.4. There are no interviews required.

Outcome

- 5.5. All applicants, both successful and unsuccessful, will be informed in writing of the outcome of their application.

6. PAYMENT

- 6.1. Scholarship payments can be made to your CSU Student Account, personal bank account or E-voucher. EFT payments will be made to the bank account you registered with CSU.
- 6.2. CSU reserves the right to recoup the funds if your circumstances change and the eligibility criteria is no longer met.

7. SPECIAL CIRCUMSTANCES

- 7.1. When considering the initial eligibility criteria of this scholarship, CSU will take into account factors such as long term illness, disability, and ongoing effects of trauma or abuse, indigenous community responsibilities, significant carer responsibilities and course constraints outside a student's control.
- 7.2. In all instances if you are unable to meet the eligibility requirements and wish to be given special consideration, a special circumstances form must be completed.

8. SCHOLARSHIP TERMINATION

CSU will terminate the scholarship if:

- 8.1. you cease to meet the eligibility criteria as specified in these guidelines;
- 8.2. CSU determines that you are guilty of academic misconduct;
- 8.3. CSU determines that the scholarship was awarded on the basis of false or misleading information. You will be provided with the opportunity to explain and CSU will re-assess your entitlement to the scholarship.
- 8.4. You cancel or withdraw from your CSU residential accommodation booking prior to completion of your first year of study;

9. TERMS AND CONDITIONS

- 9.1. Upon receipt of a scholarship, you agree to fulfil all requirements as set out in these guidelines.
- 9.2. In accepting a scholarship offer, you consent to CSU accessing your student records for the purposes of assessing and administering the scholarship.
- 9.3. If your circumstances change you must provide the details in writing to the CSU Scholarships Office at scholarships.officer@csu.edu.au. CSU will re-assess your eligibility.
- 9.4. CSU reserves the right to undertake audits of individual scholarship recipients to ensure adherence to these guidelines.
- 9.5. In accepting payment of this scholarship you agree to provide information for promotional purposes and maybe asked to participate in an evaluation or survey about the Three Rivers University Department of Rural Health Dental Science Accommodation Scholarship.
- 9.6. By accepting a scholarship offer, you will be expected to:
 - a) engage in rural health promotion by undertaking a school visit in your home area within the first year of your degree
 - b) Join a Rural Health Club
 - c) Undertake Indigenous cultural competency training
- 9.7. You will be asked to acknowledge and agree to the terms and conditions of this scholarship.

10. RELEVANT LEGISLATION

- 10.1. The following legislation, as amended from time to time, is directly relevant to this policy:
 - (a) Higher Education Support Act 2003;
 - (b) Freedom of Information Act 1982;
 - (c) Privacy Act 1988 (Cwlth) as amended in the Privacy Amendment (Private Sector) Act 2000 (Cwlth);
 - (d) Privacy and Personal Information Protection Act 1998 (NSW); and
 - (e) Health Records and Information Privacy Act 2002 (NSW).

11. AMENDMENTS

11.1. Amendments may be made to these guidelines from time to time by the CSU Scholarships Office.

12. VERSION CONTROL

Date	Version	Author	Description / Amendments
September 2018	1	Melissa Peake	Creation of Guidelines