



WENTWORTH INSTITUTE OF HIGHER EDUCATION

Document: Scholarships and Prizes Policy		
Approved by: Wentworth Institute of Higher Education Pty Ltd Executive Management Team	Version: 2.1	Date: 11.23

1. Purpose

This Scholarships and Prizes Policy (the Policy) has been designed to provide clear principles and a transparent framework for the establishment and management of scholarships and prizes at Wentworth Institute of Higher Education Pty Ltd (“WIN Higher Education”).

The scholarship and prizes policy has been developed to support students with their pastoral, and financial needs and acknowledge high achievement within WIN Education.

2. Definitions

This section outlines the different types of WIN Higher Education scholarships and prizes.

2.1 Awards

An **award** is a generic term used to describe both scholarships and prizes.

2.2 Prizes

A **prize** is a once-only award for meritorious achievement made based on specific academic or non-academic (community achievement, etc.) criteria. Prizes are normally (but not limited to) awarded at the WIN graduation ceremony.

Prizes are awarded at the discretion of the CEO in conjunction with the advice of the Dean.

Prizes may be remunerated and non-remunerated as determined by the CEO.

2.3 Scholarships

A **scholarship** is an award to support students, usually financially, on the basis of specified criteria and conditions, for a minimum of one semester, up to a maximum duration of a full course of study.

WIN Higher Education has the following forms of scholarships:

2.3.1 Equity scholarships are awards to assist students with a demonstrated financial need and/or other condition(s) of disadvantage. These scholarships may be awarded at any point during a course of study.

2.3.2 Fee exemption scholarships can take the form of financial assistance payments, or student fee waiver, and may be awarded at any point during a course of study.

WIN has two Specified Fee Exemption Scholarships

Name of Scholarship	Criteria for Award of Scholarship	Level of Fee Exemption	Continuing Criteria for students to Maintain Scholarship
Patrick's Business School Students	Students who were former students at Patrick's Business College and who successfully completed a Diploma with Patrick's are awarded a full fee scholarship for bachelor's degree of their choice.	100%	<ul style="list-style-type: none"> • Students maintain a minimum of 80% attendance. • Students agree to participate in WIN promotional activities. • Any Failed subjects will be repeated at students' expense.
Aboriginal And Torres Strait Islander Students	Students who are of Aboriginal or Torres Strait Islander background can apply for a scholarship of up to 100% of their tuition fees.	Up to 100%	<ul style="list-style-type: none"> • Students maintain a minimum of 80% attendance. • Students agree to participate in WIN promotional activities.

2.3.3 Merit scholarships are awards made on the basis of academic merit only and may be awarded at any point during a course of study.

Process for the award of a Scholarship

Students apply in writing to the Registrar who interviews the student to assess suitability.

The Registrar takes their recommendation to award or not award a scholarship to the Executive Management Team for Consideration and approval.

Terms and Conditions Fee Exemption Scholarships

WIN reserves the right to withdraw a scholarship offer where the student has not yet accepted the offer or has not enrolled in the course by the date specified in the Offer Letter. If you do not meet the ongoing conditions to maintain the scholarship, the scholarship will be ended. WIN reserves the right to amend the terms and conditions of scholarships at any time.

Win reserves the right to withdraw a scholarship if the student is in breach of the Code of Conuct Policy.

3. Establishment and approval of awards

3.1 Prize granting process

Prizes are proposed by the Dean and lecturers and are submitted to the CEO for pre-approval and to the Academic Board for final approval.

3.2 Scholarship granting process

3.2.1 Equity and Fee Exemption scholarships are proposed by the COO and are approved by the CEO.

3.2.2 Merit scholarships are proposed by the Dean and are submitted to the CEO for pre-approval and to the Board of Directors for final approval.

3.3 Approval process

3.3.1 All prizes must be approved by the Academic Board.

3.3.2 All Equity and Fee Exemption scholarships are to be approved by the CEO.

3.3.2 All Merit scholarships are to be approved by the Board of Directors.