



## **BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP**

**SPONSORED BY BEAN COUNTERS BALL (CPA AND CA HUNTER)**

### **APPLICATION FORM**

**Closing date: 5pm Monday 19 August 2019**

**Scholarship value: \$2,400**

### **ELIGIBILITY CRITERIA**

Open to students enrolled in the Associate Degree of Accounting (ADA) or the Diploma of Applied Commerce TAFE NSW Newcastle or Ourimbah in either a part time or full time capacity and at any stage of their study (i.e. any semester, including first or final year)

Must be enrolled in a minimum of two (2) subjects each semester.

Is a deserving student who would benefit from the financial assistance provided by this scholarship to assist the Applicant with their study.

### **IMPORTANT INFORMATION**

Application form to be completed by student (applicant)


Those short listed may be invited to attend an interview

Please keep a photocopy of your application and attachments

All applicants must agree to abide by the decision of the judging panel and no appeals will be entered into

### **APPLICANTS CHECKLIST**

Complete all parts of this form - Incomplete Application Forms will not be accepted.

Attach supporting documentation wherever you see the paperclip symbol  and label them with your name.

Do NOT send any original documentation with your application - COPIES ONLY.

Keep one full photocopy of your application and attachments for your reference.

Sign and date the form yourself.

### **SUBMIT YOUR APPLICATION BY 5PM MONDAY 19 AUGUST 2019 TO:**

Email: [hunter.foundation@tafensw.edu.au](mailto:hunter.foundation@tafensw.edu.au)



**PART A - APPLICANT DETAILS**  
**(USE BLOCK LETTERS)**

Family name:		First /other names:	
Date of birth (DD/MM/YY)		Sex:	Male      Female
Postal address:			
Suburb:	State:	Postcode:	
Phone:	Mobile:		
Email:			
Are you in receipt of another scholarship for this course?		Yes	No
If yes, please indicate the name of the scholarship and amount? _____			
Please indicate the stage of the course you are up to (i.e. 3rd semester) _____			
Estimated completion date _____			

**PART B - DECLARATION**

I declare that the information supplied on this form and attached documents are true and correct.

I authorise Hunter TAFE Foundation to access details of my enrolment and academic record for the purpose of assessing my application.

I authorise the release of this application and supporting documents to the Panel convened to review all Applications for this Scholarship.

I accept the Panel’s decision cannot be appealed and no correspondence concerning the decision will be entered into.

In signing this declaration I acknowledge I have received, understand and accept the Terms and Conditions for Bean Counters Higher Education Scholarship awarded by the Hunter TAFE Foundation; a copy of which was attached to the Bean Counters Higher Education Scholarship Application Form.

.....  
Applicant Name

.....  
Referee Name

.....  
Applicant Signature

.....  
Referee Signature

.....  
Date

.....  
Date

**PRIVACY**

The information provided by you on this Application Form and attachments will be used by the Hunter TAFE Foundation for the purpose of administration and determining the award of the Bean Counters Higher Education Scholarship. Provision of this information is essential to determine your eligibility for consideration of a Scholarship. Information will be stored securely. If you do not provide all information, then your application may not be eligible for entry.



**PART C- APPLICANT STATEMENT**

- 1. Provide a written statement outlining your commitment to Associate Degree of Accounting or Diploma of Applied Commerce studies, and how you would utilise the scholarship monies to assist you in your study. (400 - 600 words)**



**PART D - REFEREE STATEMENT (EMPLOYER OR TEACHER)**

Name:	
Position:	Contact number:
Email:	
Please provide a response for each of the below criteria and attach to application (min. 250 words per response)	
<ol style="list-style-type: none"> <li>Applicants' suitability for the scholarship in regards to requirement and relevance of use of money to complete studies.</li> <li>Comment on how they demonstrate commitment to studies and career goals.</li> </ol>	



**PART E - ADDITIONAL INFORMATION**

Please feel free to attach any additional information that you feel may support your application, i.e. Hobbies, Reports from Teachers, Resume, Testimonials, Volunteer Work, Written References etc.



**PART F - HOW DID YOU HEAR ABOUT THIS SCHOLARSHIP?**

Received an email from TAFE NSW
Searching TAFE NSW Website
Social media post, please indicate which social media channel: _____
Teacher informed me
Other, please provide details: _____

Or email completed form to [hunter.foundation@tafensw.edu.au](mailto:hunter.foundation@tafensw.edu.au)

**FOR OFFICE USE ONLY**

**Date received:** \_\_\_\_\_

# TERMS AND CONDITIONS FOR BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP

## AWARDED BY THE HUNTER TAFE FOUNDATION

### 1.0 ESTABLISHMENT AND PURPOSE

- 1.1 The Bean Counters Higher Education Scholarship was established by members of the local chapters of Chartered Accountants Australia and New Zealand, CPA Australia and Hunter TAFE Foundation to offer support and encouragement to promising students currently enrolled in the Associate Degree of Accounting or Diploma of Applied Commerce at TAFE NSW Newcastle or Ourimbah.
- 1.2 The Bean Counters Higher Education Scholarship is funded by members of Chartered Accounts, CPA Australia and managed and administered by the Hunter TAFE Foundation.
- 1.3 A panel will be established comprising of a representative from the Bean Counters Ball, TAFE NSW and Hunter TAFE Foundation to determine a successful Scholarship applicant.
- 1.4 The Scholarship delivers \$2,400 to help the Successful Applicant meet costs associated with their studies.

### 2.0 DEFINITIONS

- 2.1 **"Applicant"** means a Student who applies for the Bean Counters Higher Education Scholarship by completing and submitting a Bean Counters Higher Education Application Form in accordance with the Application Process.
- 2.2 **"Application Process"** means the process set out in clause 3.0 of these Terms and Conditions as amended or varied by the Hunter TAFE Foundation from time to time in its sole discretion.
- 2.3 **"Bean Counters Higher Education Scholarship"** means a Scholarship to the value of \$2,400 awarded by the Hunter TAFE Foundation in accordance with these Terms and Conditions.
- 2.4 **"Bean Counters Higher Education Scholarship Application"** means an application for the Bean Counters Higher Education Scholarship made by an Applicant in accordance with these Terms and Conditions.
- 2.5 **"Bean Counters Higher Education Scholarship Application Form"** means the form which must be completed by an Applicant and which is available from [tafensw.edu.au/scholarships](http://tafensw.edu.au/scholarships).
- 2.6 **"Bean Counters Higher Education Scholarship Offer and Acceptance Form"** means the form which must be completed by the Successful Applicant and is to be issued by the Hunter TAFE Foundation.
- 2.7 **"Eligible Applicant"** means an Applicant who meets the criteria for eligibility for the award of a Study Grant as set out in clause 4.0 of the Terms and Conditions
- 2.8 **"Panel"** means a panel comprised of a representative from the Bean Counters Ball, TAFE NSW and Hunter TAFE Foundation to assess Applicants on their Application Form.
- 2.9 **"Scholarship Recipient"** means Successful Applicant who accepts the Bean Counters Higher Education Scholarship by completing and returning the Bean Counters Higher Education Scholarship Offer and Acceptance Form in accordance with the process set out in clause 6.0 of these Terms and Conditions
- 2.10 **"Student"** means a currently enrolled student of TAFE NSW.
- 2.11 **"Successful Applicant"** means an Eligible Student who is offered the Bean Counters Higher Education Scholarship by the Hunter TAFE Foundation in accordance with the process set out in clause 5.0 of these Terms and Conditions.

### 3.0 APPLICATION PROCESS

- 3.1 An Applicant must complete a Bean Counters Higher Education Scholarship Application Form and submit it to the Hunter TAFE Foundation by the required close off date by email as detailed on the Application Form.
- 3.2 The Applicant must acknowledge and accept the Bean Counters Higher Education Scholarship Terms and Conditions by signing and dating their Application Form prior to submitting the Bean Counters Higher Education Scholarship Application Form in the manner set out in clause

#### **4.0 STUDENT ELIGIBILITY FOR BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP**

- 4.1** The Bean Counters Higher Education Scholarship may be awarded to an Eligible Applicant who has completed and lodged an Application Form and who, as determined by the Panel as eligible (in its sole discretion), satisfies all of the following criteria:
  - 4.1.1 Is enrolled in the Associate Degree of Accounting or the Diploma of Applied Commerce at TAFE NSW Newcastle or Ourimbah in either a part time or full time capacity at any stage of their study (i.e. any semester, including first or final year).
  - 4.1.2 Must be enrolled in a minimum of two (2) subjects each semester.
  - 4.1.3 Is a deserving Student who would benefit from the financial assistance provided by this Scholarship to assist the Applicant with their study.
  - 4.1.4 Demonstrates commitment to studies and career goals.
- 4.2** Incomplete Bean Counters Higher Education Scholarship Application Forms will not be considered by the Panel.
- 4.3** The Hunter TAFE Foundation is under no obligation to attempt to contact any Applicant who incorrectly completes and/or submits an Application Form and will, at his or her discretion, contact an Applicant on not more than two (2) occasions in an effort to obtain information which is missing, or has not been completed correctly, in a Bean Counters Higher Education Scholarship Application Form. Should all required information not be provided, the Bean Counters Higher Education Scholarship Application Forms will be withdrawn by the Hunter TAFE Foundation and notice sent to the Applicant.

#### **5.0 OFFER OF BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP**

- 5.1** The Panel will determine the Bean Counters Higher Education Scholarship recipients in its sole discretion.
- 5.2** The Successful Applicant will be notified by telephone and mail and will be sent a Bean Counters Higher Education Scholarship Offer and Acceptance Form to complete.
- 5.3** If unsuccessful, an Applicant will be notified in writing of that outcome.

#### **6.0 ACCEPTANCE OF BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP**

- 6.1** The Scholarship Recipient must complete and return the Bean Counters Higher Education Scholarship Offer and Acceptance Form prior to the Hunter TAFE Foundation presentation event and as a pre-condition to payment of the Scholarship.
- 6.2** For the avoidance of doubt, the Scholarship Recipient acknowledges and agrees that the award of a Scholarship is conditional upon the signing and returning to the Hunter TAFE Foundation the Bean Counters Higher Education Scholarship Offer and Acceptance Form.

#### **7.0 AWARD AND PAYMENT OF THE BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP**

- 7.1** Following the completion and return of the Bean Counters Higher Education Scholarship Offer and Acceptance Form, the Scholarship funds will be presented to the Successful Applicant at the Hunter TAFE Foundation Awards Ceremony or alternatively mailed directly to the recipient.
- 7.2** The Hunter TAFE Foundation is under no obligation to pay or make available any part of the Bean Counters Higher Education Scholarship until it has received a signed and completed Bean Counters Higher Education Scholarship Offer and Acceptance Form.

## **8.0 CONDITIONS OF THE BEAN COUNTERS HIGHER EDUCATION SCHOLARSHIP**

- 8.1** The Recipient acknowledges and agrees that the following conditions apply to the award of the Bean Counters Higher Education Scholarship:
- 8.1.1 On request by the Hunter TAFE Foundation the Successful Recipient must provide an update on how the Bean Counters Higher Education Scholarship has assisted them in their career journey.
  - 8.1.2 The Successful Recipient must agree to be available for promotional and marketing photography in line with TAFE NSW's Authority to Publish.
  - 8.1.3 Any decision of the Panel regarding a Bean Counters Higher Education Scholarship Application is final and no correspondence will be entered into.
  - 8.1.4 The Successful Recipient is expected to be an ambassador for the Hunter TAFE Foundation and uphold the values of the organisation and to behave at all times in accordance with the TAFE NSW Student Code of Conduct.
  - 8.1.5 The Hunter TAFE Foundation reserve the right to withdraw any unpaid monies or request repayment of monies awarded as for the Bean Counters Higher Education Scholarship should a Recipient fail to meet any of the requirements as outlined in these Terms and Conditions (as determined by the Hunter TAFE Foundation). For example, if the Scholarship Recipient withdraws from the course of study the Scholarship will be cancelled.

## **9.0 VARIATION**

- 9.1** The Hunter TAFE Foundation may vary these Terms and Conditions or any form or process referred to herein at any time and without notice.