



2019 SONIA WALKOM MEMORIAL SCHOLARSHIP

NOMINATION FORM

Scholarship value: \$1,500

Closing date: Wednesday, 10 April 2019 5 pm

Nominations must be received by the Hunter TAFE Foundation by the above closing date.

The Sonia Walkom Memorial Scholarship was established in 2015 by Scott Walkom and the team at Walkom Real Estate in memory of Sonia and her enthusiasm for continuous learning in a career that provided her so much. The scholarship will be awarded to a student enrolled in the Certificate IV in Property Management Services at TAFE NSW Newcastle.

SELECTION CRITERIA

You must:

- Be enrolled in the Certificate IV in Property Services (Real Estate) at TAFE NSW Newcastle
- Be committed to your studies and have a good attendance record
- Be motivated to work in the Real Estate sector
- Be ambitious and devoted to study
- Be professional and be self-disciplined
- Not hold another scholarship for the same course of study

Please refer to the scholarship terms and conditions for further information

IMPORTANT INFORMATION

- Nomination form to be completed by teacher (nominator)
- This scholarship is valued at \$1,500 and will be presented as a cheque
- Please keep a photocopy of this nomination and attachments
- All nominees must agree to abide by the decision of the judging panel and no appeals will be entered into

SUBMIT YOUR NOMINATION BY WEDNESDAY, 10 APRIL 2019 5 PM

Email: hunter.foundation@tafensw.edu.au

Postal address: Hunter TAFE Foundation
Locked Bag 45 HRMC 2310





PART A - NOMINEE DETAILS

Family name: First/other names:

Date of birth (dd/mm/yy): Age: Sex: Male Female

Postal address:

Suburb: State: Postcode:

Mobile: Student number:

Email:

Is the nominee in receipt of another scholarship for this course? Yes No

If yes, please disclose the following and refer to terms and conditions of this scholarship.

Name of the award or scholarship received:

Value: Date received:

PART B - APPLICANT 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 for the purpose of assessing my nomination.
- I authorise the release of this application and supporting documents to the panel convened to review all nominations 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, understood and accept the terms and conditions for Sonia Walkom Memorial Scholarship awarded by the Hunter TAFE Foundation; a copy of which was attached to the Sonia Walkom Memorial Scholarship Nomination Form.
- The responsibility for nominating a nominee can only be delegated to a prescribed person where there is no conflict of interest, such as a personal relationship with the applicant. You should not complete this form if you have a close personal relationship with the person named in this form, which may potentially lead to a conflict of interest in respect of your position in the organisation which offers the aforementioned activity.
- The endorser must not be a staff member involved in the admission, supervision, assessment or examination of a student with whom they have, or have had a close personal or financial relationship.

Nominee name (student)	Nominator name (teacher)	Endorser name (Head Teacher)
Nominee signature	Nominator signature	Endorser signature
Date	Date	Date

Privacy

The information provided by you on this Nomination Form and attachments will be used by the Hunter TAFE Foundation for the purpose of administration and determining the award of the Sonia Walkom Memorial 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 nomination may not be eligible for entry.



PART C - NOMINATOR STATEMENT

Please prepare a response for each of the below criteria.

1. Please outline the applicant's academic performance.
2. Please outline the applicant's class attendance.
3. Does the applicant participate in class activities?
4. Please outline the applicant's ability to transition from TAFE NSW to industry.
5. Is the applicant motivated to work in the Real Estate sector?
6. Is the applicant ambitious and devoted to study?
7. Is the applicant professional and self-disciplined?



If there is insufficient space to provide your responses, please feel free to attach a separate sheet with your responses to the application form.

TERMS AND CONDITIONS FOR SONIA WALKOM MEMORIAL SCHOLARSHIP AWARDED BY THE HUNTER TAFE FOUNDATION

1.0 ESTABLISHMENT AND PURPOSE

- 1.1 Sonia Walkom Memorial Scholarship was established in 2015 by Scott Walkom and the team at Walkom Real Estate in memory of Sonia and her enthusiasm for continuous learning in a career that provided her so much.
- 1.2 The Sonia Walkom Memorial Scholarship is funded by Walkom Real Estate and managed and administered by the Hunter TAFE Foundation.
- 1.3 One (1) Sonia Walkom Memorial Scholarship to the value of \$1,500 will be awarded per semester to a TAFE NSW student enrolled in the Certificate IV in Property Services (Real Estate) at Newcastle Campus.
- 1.4 The Nominator will submit a nomination providing the best nominee using the selection criteria as outlined on the nomination form.
- 1.5 The Endorser, the Head Teacher will endorse the nomination.

2.0 DEFINITIONS

- 2.1 **“Eligible Nominee”** means a Nominee who meets the criteria for eligibility for the award of the Sonia Walkom Memorial Scholarship as set out in clause 4.0 of the Terms and Conditions.
- 2.2 **“Endorser”** means the Head Teacher.
- 2.3 **“Nomination 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.
- 2.4 **“Nominator”** means the teacher of Certificate IV in Property Services (Real Estate) at TAFE NSW Newcastle.
- 2.5 **“Nominee”** means a Student who is nominated for the Sonia Walkom Memorial Scholarship by their Nominator completing and submitting a Sonia Walkom Memorial Scholarship Nomination Form in accordance with the Nomination Process.
- 2.6 **“Recipient”** means Successful Nominee who accepts the Sonia Walkom Memorial Scholarship by completing and returning the Sonia Walkom Memorial Scholarship Offer and Acceptance Form in accordance with the process set out in clause 6.0 of these Terms and Conditions.
- 2.7 **“Sonia Walkom Memorial Scholarship”** means a Scholarship to the value of \$1,500 awarded by the Hunter TAFE Foundation in accordance with these Terms and Conditions.
- 2.8 **“Sonia Walkom Memorial Scholarship Nomination Form”** means the form which must be completed by a Nominator and which is available from <https://www.tafensw.edu.au/scholarships>
- 2.9 **“Sonia Walkom Memorial Scholarship Award Offer and Acceptance Form”** means the form which must be completed by the successful Nominee and is to be issued by the Hunter TAFE Foundation.
- 2.10 **“Student”** means a currently enrolled student of TAFE NSW.
- 2.11 **“Successful Nominee”** means an Eligible Student who is offered the Sonia Walkom Memorial Scholarship by the Hunter TAFE Foundation in accordance with the process set out in clause 5.0 of these Terms and Conditions.

3.0 NOMINATION PROCESS

- 3.1 A Nominator must complete a Sonia Walkom Memorial Scholarship Nomination Form and submit to the Hunter TAFE Foundation prior to the closing date as outlined on the Sonia Walkom Memorial Scholarship Application Form either by post, email or in person as detailed on the Sonia Walkom Memorial Scholarship Application Form.
- 3.2 The Nominee, Nominator and Endorser must acknowledge and accept the Sonia Walkom Memorial Scholarship Terms and Conditions by signing and dating the Nomination Form prior to submitting the Sonia Walkom Memorial Scholarship Application Form in the manner as set out in 3.1.

4.0 STUDENT ELIGIBILITY FOR SONIA WALKOM MEMORIAL SCHOLARSHIP

- 4.1 The Sonia Walkom Memorial Scholarship may be awarded to an Eligible Nominee who has completed and lodged a Nomination Form and who, as determined by the Selection Panel as eligible (in its sole discretion), satisfies all of the following criteria:
 - 4.1.1 Enrolled in Certificate IV in Property Services (Real Estate) at TAFE NSW Newcastle.
 - 4.1.2 Be committed to their studies and have a good attendance record
 - 4.1.3 Be motivated to work in the Real Estate sector
 - 4.1.4 Be ambitious and devoted to study
 - 4.1.5 Display professionalism and be self-disciplined
- 4.2 Incomplete Sonia Walkom Memorial Scholarship Nomination Forms will not be considered.
- 4.3 The Hunter TAFE Foundation is under no obligation to attempt to contact any Nominator who incorrectly completes and/or submits a Nomination Form and will, at his or her discretion, contact a Nominee on not more than two (2) occasions in an effort to obtain information which is missing, or has not been completed correctly, in a Sonia Walkom Memorial Scholarship Application Form. Should all required information not be provided, the Sonia Walkom Memorial Scholarship Nomination Forms will be withdrawn by the Hunter TAFE Foundation and notice sent to the Nominator.

5.0 OFFER OF SONIA WALKOM MEMORIAL SCHOLARSHIP

- 5.1 Following assessment by the Selection Panel of a Sonia Walkom Memorial Scholarship Nomination, the Selection Panel will determine the outcome of the Sonia Walkom Memorial Scholarship.
- 5.2 The Sonia Walkom Memorial Scholarship awarded by the Hunter TAFE Foundation will be determined by the Selection Panel at its sole discretion.
- 5.3 The Successful Nominee will be sent a Sonia Walkom Memorial Scholarship Offer and Acceptance Form.
- 5.4 If unsuccessful, the Nominee and Nominator will be notified in writing of that outcome.

6.0 ACCEPTANCE OF THE SONIA WALKOM MEMORIAL SCHOLARSHIP

- 6.1 The Successful Nominee must complete and return the Sonia Walkom Memorial Scholarship Offer and Acceptance Form as soon as possible and as a pre-condition to payment of the Award.
- 6.2 For the avoidance of doubt, the Successful Nominee acknowledges and agrees that the Award is conditional upon the Successful Nominee signing and returning to the Hunter TAFE Foundation the Sonia Walkom Memorial Scholarship Offer and Acceptance Form.

7.0 AWARD AND PAYMENT OF THE SONIA WALKOM MEMORIAL SCHOLARSHIP

- 7.1 Following the Successful Nominee's completion and return of the Sonia Walkom Memorial Scholarship Offer and Acceptance Form, the Award funds will be presented at the Hunter TAFE Foundation Scholarship Presentation.
- 7.2 The Hunter TAFE Foundation is under no obligation to pay or make available any part of the Sonia Walkom Memorial Scholarship until it has received a signed and completed Sonia Walkom Memorial Scholarship Offer and Acceptance Form.

8.0 CONDITIONS OF THE SONIA WALKOM MEMORIAL SCHOLARSHIP

- 8.1 The Successful Nominee acknowledges and agrees that the following conditions apply to the award of the Sonia Walkom Memorial Scholarship:
 - 8.1.1 The Hunter TAFE Foundation reserve the right to withdraw any unpaid monies or request repayment of monies awarded should the successful recipient withdraw from studies or not successfully complete or fail to meet any of the requirements as outlined in these Terms and Conditions (as determined by the Hunter TAFE Foundation).
 - 8.1.2 On request by the Hunter TAFE Foundation the Successful Nominee must provide an update on how the Sonia Walkom Memorial Scholarship has assisted them in their career journey.
 - 8.1.3 The Successful Nominee must agree to be available for promotional and marketing photography in line with Hunter TAFE's Authority to Publish
 - 8.1.4 Any decision of the Selection Panel regarding a Sonia Walkom Memorial Scholarship Nomination is final and no correspondence will be entered into.
 - 8.1.5 The Successful Nominee is expected to be an ambassador for the Hunter TAFE Foundation and uphold the values of each organisation and to behave at all times in accordance with the TAFE NSW Student Code of Conduct.

9.0 VARIATION

- 9.1 The Hunter TAFE Foundation in consultation with TAFE NSW and Sonia Walkom Memorial Scholarship may vary these Terms and Conditions or any form or process referred to herein at any time and without notice.