

### 1 Establishment and purpose

- 1.1 The Regional Development Australia (RDA) Hunter Aviation Award was established in 2023 to support a TAFE NSW student enrolled in the Certificate IV in Aeroskills at TAFE NSW Newcastle, who demonstrates excellence and consistency throughout their studies.
- 1.2 The RDA Hunter Aviation Award is funded by RDA and administered by the Hunter TAFE Foundation.
- 1.3 One (1) scholarship to the value of \$2000, will be made available in Semester 2.
- 1.4 A judging and selection panel will be established to determine the successful nominee.
- 1.5 Following the completion and return of the Award offer and Acceptance form, the payment of \$2000 will be paid to the successful recipient by bank transfer on the day of the Hunter TAFE Foundation Scholarships and Awards presentation ceremony.

### 2 Definitions

- 2.1 **“Nominee”** means an individual who is nominated for the RDA Hunter Aviation Award, by completing and submitting RDA Hunter Aviation Award nomination form, in accordance with the nomination process.
- 2.2 **“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.
- 2.3 **“Recipient”** means successful nominee who accepts the RDA Hunter Aviation Award, by completing and returning the RDA Hunter Aviation Award offer and acceptance form, in accordance with the process set out in clause 6.0 of these terms and conditions.
- 2.4 **“RDA Hunter Aviation Award”** means a scholarship that is available as paid work placement to gain industry skills whilst studying with TAFE NSW and is awarded by the Hunter TAFE Foundation in accordance with these terms and conditions.
- 2.5 **“RDA Hunter Aviation Award”** nomination form means the form which must be completed by a nominator, and is available at [tafensw.edu.au/scholarships](https://tafensw.edu.au/scholarships).
- 2.6 **“RDA Hunter Aviation Award offer and acceptance form”** means the form that must be completed by the successful nominee and is to be issued by the Hunter TAFE Foundation.
- 2.7 **“Student”** means a currently enrolled student at TAFE NSW.
- 2.8 **“Successful nominee”** means an eligible nominee, who is offered the RDA Hunter Aviation Award by the Hunter TAFE Foundation, in accordance with the process set out in clause 5.0 of these terms and conditions.

### 3 Nomination process

- 3.1 A nominee must complete a nomination form, and submit it via email, to the Hunter TAFE Foundation by the required closing date, as detailed on the nomination form.
- 3.2 The nominee must acknowledge and accept the RDA Hunter Aviation Award terms and conditions, by signing and dating their nomination form, prior to submitting it, in the manner set out in clause 3.1.

### 4 Eligibility

- 4.1 The RDA Hunter Aviation Award may be awarded to an eligible nominee who has completed and lodged a nomination form, and who, as determined by the panel being as eligible (in its discretion), satisfies all of the following criteria:
  - 4.1.1 Open to students who are currently enrolled in the Certificate IV in Aeroskills delivered out of TAFE NSW Newcastle Campus (Tighes Hill).
  - 4.1.2 Resides in the Newcastle, Hunter or Central Coast Region.
  - 4.1.3 Not be in receipt of another award or scholarship presented by the Hunter TAFE Foundation.
  - 4.1.4 Nominee must accept terms and conditions outlined in the scholarship.
  - 4.1.5 Incomplete nominations will not be accepted.
- 4.2 Incomplete RDA Hunter Aviation Award nomination forms will not be considered.
- 4.3 The Hunter TAFE Foundation is under no obligation to attempt to contact any nominee who incorrectly completes and/or submits a nomination form, and will, at his or her discretion, contact and nominee on not more than two (2) occasions in an effort to obtain information which is missing, or has not been completed correctly on the nomination form. Should all required information not be provided, the nomination form will be withdrawn by the Hunter TAFE Foundation and notice sent to the nominee.

### 5 Offer of the scholarship

- 5.1 The selection panel will determine the RDA Hunter Aviation Award successful nominee in their sole discretion.
- 5.2 The successful nominee will be notified by telephone and email and will be sent a scholarship offer and acceptance form to be completed.
- 5.3 If unsuccessful, a nominee will be notified in writing of that outcome.

Please retain a copy of these terms and conditions for future reference.

### **6 Acceptance of the scholarship**

- 6.1 A successful nominee must complete and return the scholarship offer and acceptance form as soon as possible, 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 scholarship is conditional upon signing the offer and acceptance form and returning it to the Hunter TAFE Foundation.

### **7 Award and payment**

- 7.1 Completion and return of the Letter of Offer and Acceptance form is required to formally accept the scholarship.
- 7.2 The Hunter TAFE Foundation is under no obligation to make available, any part of the RDA Hunter Aviation Award, until it has received a signed and completed offer and acceptance form.

### **8 Conditions**

- 8.1 The recipient acknowledges and agrees that the following conditions apply to the RDA Hunter Aviation Award:
  - 8.1.1 On request by the Hunter TAFE Foundation, the successful recipient must provide an update on how the RDA Hunter Aviation Award has assisted them in their studies and 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 selection panel regarding a RDA Hunter Aviation Award nomination 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, upholding the values of the organisation, and behave in accordance with the TAFE NSW Student Code of Conduct at all times.
  - 8.1.5 The Hunter TAFE Foundation reserves the right to withdraw any of the requirements, as outlined in these terms and conditions (as determined by the Hunter TAFE Foundation).

### **9 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.

**Please retain a copy of these terms and conditions for future reference.**