

INTERNATIONAL COLLEGE OF MANAGEMENT, SYDNEY



ASPIRING EDUCATION FOUNDATION EQUITY SCHOLARSHIP

September 2018

Information kit for students

The International College of Management, Sydney
151 Darley Road, Manly NSW 2095, Sydney, Australia

ASPIRING EDUCATION FOUNDATION

Aspiring Education Foundation (AEF) is the International College of Management Sydney's commitment to helping Australia's secondary school students experiencing financial hardship to achieve their tertiary goals.

At ICMS there is an integrated college community of international and Australian students, which embraces all cultures and benefits from breadth and diversity. It is a key value of ICMS to enable students from all backgrounds to have an opportunity to study at tertiary level. By establishing the Aspiring Education Foundation, ICMS is able to provide equity scholarships for both tuition and accommodation, to help financially disadvantaged Australian students.

The International College of Management, Sydney (ICMS) ASPIRING EDUCATION FOUNDATION (AEF) September 2018 EQUITY SCHOLARSHIP

In 2017, and every year thereafter, there will be a minimum of three Equity scholarships available of up to a value of \$49,000*. These Equity Scholarships provide tuition fee waivers to a level decided by the AEF Committee in each case. The AEF Committee is also able to consider Accommodation/Living Costs scholarships for the eligible applicants to a value of up to \$15,000* each per annum for the duration of the students' course/degree.

The AEF Committee will manage the selection and allocation of funds. Tuition and/or accommodation/living cost funds are disbursed directly to ICMS on behalf of the recipient of the Equity Scholarship.

**Value of Scholarships varies according to the course undertaken and may vary from the estimated value printed here, and from year to year*

HOW TO APPLY

1. Ensure you meet the eligibility criteria found below
2. Complete your application and prepare your report supporting your application and other documentation if required
3. Apply online at www.icms.edu.au/scholarships OR mail it to AEF Scholarships, 151 Darley Road, Manly NSW 2095 by Friday 17 August, 2018 (Week 11).

ELIGIBILITY

The eligibility requirements for the Aspiring Education Foundation Equity Scholarships are as follows:

1. Australian citizens or permanent residents.
2. Must be a full-time student and have successfully completed Year 12 or equivalent.
3. Can demonstrate financial hardship – A person is considered to be experiencing financial hardship when they are:
 - a) Receiving a Centrelink (or other Commonwealth) means tested income support payment
or
 - b) Expected to receive a Centrelink (or other Commonwealth) means-tested income support payment during 2018
or
 - c) Able to provide comprehensive information demonstrating exceptional financial hardship

Evidence of financial hardship – Equity Scholarship applicants can claim financial hardship under only one of the above categories of financial hardship. Applicants claiming financial hardship must provide one of the following types of evidence. The type of evidence you must provide relates directly to the category of financial hardship you're claiming:

- a) Provision of your Centrelink Customer Reference Number (CRN) when completing the online application
or
 - b) No documentation is required to support eligibility if you expect to receive a means-tested payment. However, when you submit an equity scholarship application, you will be required to verify your receipt of an allowance to ICMS before the Scholarship is taken up
or
 - c) Documentation provided to support eligibility for exceptional financial hardship must demonstrate a level of real enduring financial hardship.
4. Applicants under any of the above categories must prepare a one-page report in support of their application (refer to Report for details).

Meeting the scholarship eligibility criteria doesn't guarantee that you'll be awarded a scholarship. There are a limited number of Equity Scholarships and there are more applicants than scholarships. As part of a competitive application process, applicants are ranked against the eligibility criteria and the Aspiring Education Foundation Committee will award the Equity Scholarships to those who are judged by the committee to best meet the eligibility criteria.

If you're not successful, it doesn't mean you're not in need; rather, it means there are other applicants who've been assessed as being in greater need.

REPORT

Please submit a one page report addressing the following points:

- Why do you believe you should be awarded an Equity Scholarship?
- Why ICMS?
- Why is your chosen course the best choice for you?
- Any other information you wish to include to support your application.

SELECTION PROCESS

- AEF will award the Equity scholarships after considering the applications submitted as a part of a competitive application process.
- The application form (and allowed supplementary information) is designed to gather sufficient information from applicants to determine which applicants best meet the eligibility criteria.
- Equity scholarships applications will be assessed based on the information provided in the application and the supporting documentation.
- Students who meet the eligibility criteria will progress to the interview stage. The interview is conducted by the AEF Committee.
- The decision of the Aspiring Education Foundation Committee is final and no correspondence will be entered into.

OFFER MATERIAL

If your application for an Equity Scholarship is successful, you'll receive a scholarship offer with your letter of offer for a place in your course.

Your offer material will include details about the scholarship you've been awarded together with AEF's requirements for accepting the offer.

When you accept an Equity Scholarship offer, you must agree to provide any personal information requested by AEF to assess your ongoing eligibility for the Scholarship.

Your Equity Scholarship offer is made on the condition that you remain eligible to receive the Equity Scholarship on each census date during the currency of your Scholarship.

DEFERMENT

Deferment of an Equity Scholarship is not permitted prior to your course or during.

Students awarded an Equity Scholarship who defer the start of their studies or who withdraw from their course, will forfeit their Equity Scholarship. Students may re-apply for a scholarship if they start studies at ICMS at a later date.

TERMINATION OF AN EQUITY SCHOLARSHIP

If the Equity Scholarship you've been awarded is for longer than one year, it will be terminated if:

- You cease to meet the eligibility requirements for your Equity Scholarship
- The maximum duration of the Equity Scholarship has been reached (if applicable)
- You've failed to make satisfactory academic progress as defined by ICMS
- You've committed serious misconduct (eg provided false or misleading information)

Terms and Conditions

ICMS Aspiring Education Foundation Equity Scholarship

1. The Scholarship recipient is required to sign this acceptance form and return to the ICMS Scholarship Board on or before enrolment.
2. International College of Management, Sydney (ICMS) Aspiring Education Foundation (AEF) Scholarships is non-transferrable, meaning the scholarship cannot be converted to another program, education provider, or recipient nominated by the original recipient.
3. The recipient of the ICMS AEF Scholarship agrees to abide by all admissions criteria and rules and regulations prescribed by the ICMS whilst enrolled.
4. The recipient acknowledges and upholds the confidentiality of receiving the ICMS AEF Scholarship
5. The recipient of the ICMS AEF Scholarship must commence the program in the term commencing Monday 17 September, 2018.
6. The AEF Equity Scholarship offers a tuition waiver and/or accommodation/living costs credit.

Accommodation/Living Costs Credit description:

Rooms are equipped with a desk, wardrobe, heating and wireless internet. All linen is provided and rooms are dusted and vacuumed once a week. Each floor is equipped with a kitchenette, common showers, toilets and ironing facilities. You will also receive residential support from the residential assistants. Your accommodation/Living Costs credit includes the following:

- Rent
 - 3 x Meals per day (Breakfast, Lunch and Dinner) – Monday to Friday
 - 2 x Meals per day (Brunch and Dinner) - Weekends
 - Electricity & Gas
 - Water
 - On site parking
 - Campus wide Wi-Fi
7. If the recipient of an ICMS AEF Scholarship fails a subject, he / she may be obliged to retake the subject at their cost; this decision will be at the discretion of the Chair of the AEF Scholarship Trust Fund.
 8. ICMS provides support and assistance, through the Academic Learning Department and Wellness Department here at the college. It is expected that the student will be proactive in seeking these services as required in order to complete their studies to the best of their ability.
 9. The ICMS AEF Scholarship offers a tuition waiver and accommodation that can only be used for the purpose and duration of attending ICMS for the program as specified. The balance of additional fees, including any uniforms, books and any other program related costs for each enrolling Term must be paid in full prior to Term commencement.
 10. The ICMS AEF Scholarship is not able to be deferred.
 11. The ICMS AEF Scholarship recipients must be 18 years of age within six months of commencing the ICMS Bachelor Degree.
 12. ICMS AEF Scholarships may be discontinued by the College, dependent upon termly review of academic standing, professional conduct, appropriate conduct and College and Community Contribution hours (if applicable).

ASPIRING EDUCATION FOUNDATION EQUITY SCHOLARSHIP APPLICATION FORM

* Please note that if you are not an Australian Citizen/Permanent resident, you are not eligible to apply for an ICMS Aspiring Education Foundation Equity Scholarship. Visit www.icms.edu/scholarships for international scholarships.

I WISH TO APPLY FOR: (Undergraduate program and specialisation)

COMMENCING:

September Term

Year: _____

PERSONAL DETAILS

First Name: _____ Surname: _____

Address: _____

Suburb: _____ Postcode: _____

Telephone: _____ Mobile: _____

Email: _____ Country of birth: _____

Country of passport: _____ Date of birth: _____ Day _____ Month _____ Year

Please advise us of any medical/learning conditions that may affect your academic study or practical training, so we may provide support for you.

PARENT, LEGAL GUARDIAN OR SPONSOR: (for secondary contact)

Name: _____ Relationship to applicant: _____

Address: _____

Suburb: _____ Postcode: _____

Telephone: _____ Mobile: _____

Email: _____

SECONDARY EDUCATION DETAILS: (highest level achieved)

School attended: _____ Career advisor: _____

Name of qualification: _____ Year completed: _____

ATAR (if applicable): _____

TERTIARY EDUCATION DETAILS: (highest level achieved)

Institution attended: _____

Name of qualification: _____ Year completed: _____

HOW DID YOU FIND OUT ABOUT THE COLLEGE?:

- College seminar
- Newspaper
- Internet
- UAC Guide
- Other (please specify) _____
- Education agent
- Careers advisor
- Magazine
- Student currently at college
- Word of mouth
- Education exhibition
- College graduate

ENSURE YOU HAVE ATTACHED THE FOLLOWING:

- Proof of citizenship (copy of passport or birth certificate)
- Certified copies of final education transcripts (HSC Record of Achievement)
- Demonstration of financial hardship or CRN Number below
- One page report demonstrating why you should be awarded an equity scholarship

CENTRELINK CUSTOMER REFERENCE NUMBER (CRN): _____

DECLARATION

I wish to be considered for the AEF Equity Scholarship to undertake a program of study at ICMS and declare that the information submitted is correct and complete. I consent to ICMS and/or the Aspiring Education Foundation representatives using my CRN and enquiring with Centrelink in order to access information related to myself. I understand that the AEF Committee reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information. I have read and understood the AEF Committee Terms and Conditions. I understand that the scholarship does not cover any allowance or teaching assistance to support my living costs and I have made appropriate arrangements to support myself during the period of my studies.

Signature: _____ Date: _____

Closing date for application: 5pm - Friday, 17 August, 2018 (Week 11)

Submit completed applications to: Attention: AEF Committee
151 Darley Road
Manly NSW 2095

Contact Us: Email: icmsscholarships@icms.edu.au