



# ICMS Professional Scholarship Program

APPLICATIONS CLOSE: FRIDAY 5 FEBRUARY 2021



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## NORTHERN BEACHES COUNCIL EVENT MANAGEMENT SCHOLARSHIP APPLICATION FORM February 2021

### OUR PARTNERS INCLUDE:



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The International College of Management, Sydney (ICMS) has partnered with Northern Beaches Council to award ICMS Event Management students a unique scholarship offering a tuition waiver\* valued at \$17,000, and includes a 26 week paid placement in the Events Department at Northern Beaches Council. The Northern Beaches Council Event Management Scholarship is awarded to a student who displays enthusiasm and motivation for the events industry and whose aptitude, academic results and previous work experience fit with the sponsor's (Northern Beaches Council) business goals.

Applications for the Northern Beaches Council Event Management Scholarship are invited from students preparing for their work integrated learning placement, and who have completed the prerequisites for the placement and are enrolled in full time or have an equivalent study load in the ICMS Bachelor of Event Management or Bachelor of Business with electives specializing in Events. Applicants must have demonstrated consistency in academia, professional performance, and overall contribution to ICMS. Work experience in an area of relevance is preferred.

The Northern Beaches Council Event Management Scholarship is awarded to the student based on the selection process implemented by the ICMS Professional Scholarship Board.

**\*Value and duration:** A tuition waiver with the value of \$17,000 (applies to domestic or international students) and a 26 week paid placement in the Events Department at Northern Beaches Council. During the period of placement the recipient will be employed by Council and be paid the appropriate Trainee Award Wage. The successful student is required to work full time at Northern Beaches Council during the placement, and this can be counted as your industry training placement hours\*

**Applications Due:** 5pm on Friday 5 February 2021 (for the February 2021 trimester)

## Benefits of the ICMS Professional Scholarship Program

**Tuition:** Invest in your future education, development and career.

**Build your CV:** A placement with Northern Beaches Council's events team will reward you with real experiences in development, planning, logistics and on-site delivery of events. You will learn to manage budgets, work within a team, manage contractors and performers, manage risk and safety, deal with statutory agencies and more.

**Positioning:** This presents a unique opportunity for you to gain business knowledge and expertise that can take years to nurture and master. This may present the chance to place yourself in a stand out position in an organisation or career path.

**Recognition:** A great head start on your CV and recognition for scholarship holders will be demonstrated at the Dean's List presentation and at graduation. Official recognition will further help raise your profile as a sponsored scholar graduating from ICMS.

**Build Networks:** The potential to build your networks, open new doors and widen your horizons.

## Selection Process:

### 1. Complete Application Form

Email this completed application to ICMS Professional Scholarships Board:

icmsscholarships@icms.edu.au

or

Submit your application at the Student Services front desk, attention to: ICMS Professional Scholarships Board

### 2. Finalists will be selected based on the following criteria:

#### a) Academic Record

Applicants must maintain a minimum cumulative GPA of 2.8

#### b) Essay Submission (Minimum 500 words)

Address the following questions within an essay:

- Describe something unique about the Northern Beaches Council.
- What could you bring to the Northern Beaches Council Events Department?
- Where do you hope to be five years from graduating? How will your ICMS education and work experience within Northern Beaches Council contribute to this?
- Why are you the most suitable student to be awarded this scholarship?

#### c) Industry Training Report

If you have completed any or all of your industry training placement, please submit a copy of your industry training report outlining performance. A copy can be obtained from the Industry Training department.

#### d) Community, Leadership and Student Body Contributions

Your community contributions form a vital part of your background and application for the ICMS Northern Beaches Council Event Management Scholarship. Include all relevant information, for example, details of place-holdings such as student representative council, community volunteering, and others.

### 3. Interview Stage

Students who are successful with their essay submission and ICMS entry requirements will progress to the interview stage. The interview will be conducted by the Professional Scholarship Program Board.

Students who reach this stage will be contacted and notified of interview dates and times.

### 4. Announcement

Only finalists will be notified of the results by letter and email.

**NOTE:** Scholarship submissions will **not be returned**. Unsuccessful applications are not retained and will be securely destroyed.

## Acceptance Procedure

Upon notification of being awarded the Northern Beaches Council Event Management Scholarship, the successful candidate is required to inform the College of acceptance or non-acceptance, in writing, within two working days of receipt of notification.

## Terms & Conditions

1. The recipient of the Northern Beaches Council Event Management Scholarship agrees to abide by all prescribed rules and regulations of ICMS.
2. Applicants must have completed the prerequisites for industry training. The Placement included in this scholarship contributes to your industry training.
3. Applicants must have a full time or equivalent study load to be eligible to apply.
4. Previous scholarship recipients cannot have existing scholarship credit remaining as at the commencement of the term they are applying for.
5. The scholarship recipient will be awarded a tuition waiver to the value of up to \$17,000 and a 26 week paid placement in the Events Department at Northern Beaches Council.
6. The scholarship recipient will be required to complete a 26 week paid placement at Northern Beaches Council primarily in the Events Team within the Community Engagement and Communications Business Unit of Council. This placement may involve a variety of activities including (but not limited to) event development and planning, dealing with contractors and suppliers, risk and safety management, organising performers, liaising with police command and security companies and dealing with statutory agencies. During the period of placement the recipient will be employed by Council and be paid the appropriate Trainee Award Wage
7. The recipient must have completed in full a minimum of two academic trimesters and is required to maintain a minimum cumulative GPA of 2.8 prior to and during the tenure of the scholarship.
8. The Northern Beaches Council Event Management Scholarship is non-transferable, unable to be extended and should the recipient decide to cease the scholarship prior to completion then the total cost of all subjects undertaken (as at the cease date) must be refunded in full.
9. The Northern Beaches Council Event Management Scholarship may not be deferred.
10. Scholarship students are expected to maintain good to excellent overall professional conduct and act as ambassadors of the College at all times. Failure to do so may result in withdrawal or termination of the scholarship.
11. Northern Beaches Council reserves the right to terminate the scholarship should the scholarship student not meet a desired level of performance and/or professional conduct during placement hours.
12. Termination of the scholarship by either ICMS or Northern Beaches Council will result in cessation of any allowance and tuition fee waiver awarded to the recipient.
13. If the recipient of the Northern Beaches Council Event Management Scholarship is required to re-sit a degree subject, for whatever reason, he/she will be required to pay for that subject.
14. Any sponsored and/or carried over credits are non-refundable under any circumstances.
15. The recipient will be required to complete the necessary academic requirements while on placement as outlined the Work Integrated Learning Guidelines
16. The Scholarship recipient is required to allow the ICMS Marketing Department to take his/her photo and write a student profile about him/her for publications and website use. The recipient must also have a willingness to participate in future marketing activities.
17. The scholarship recipient is required to be available to participate in representing ICMS at various events for example Career Expo's, Open Days, Orientation Weeks, etc
18. It is recommended that Scholarship recipients participate in at least one student committee in the trimester following their placement with Northern Beaches Council.
19. College fees are subject to change.
20. ICMS or Northern Beaches Council's decision is final and reserves the right to terminate the Scholarship at any time for poor academic performance (see above), professional conduct, inappropriate conduct (see ICMS Student Handbook) or failure to meet the requirements of Northern Beaches Council. In some cases, ICMS may deem that payment of tuition must be reimbursed by the student.

# NORTHERN BEACHES COUNCIL EVENT MANAGEMENT SCHOLARSHIP – February 2021



## Key Information:

- Applications Close: Friday 5 February 2021
- Successful Applicants will progress to Panel Interview.

## ICMS Degree Programs:

- ☐ Bachelor of Event Management ☐ Bachelor of Business Management with Events Electives

## Which Trimester and Year are you in, in your Degree:

Year: \_\_\_\_\_ Trimester: \_\_\_\_\_

## Current Cumulative GPA:

\_\_\_\_\_

## Personal Details:

First Name:		Surname:	
Nationality:		Date of Birth:        /        /	
Address:			
Suburb:		State:	Postcode:
Telephone:		Student ID:	
Email:			

## You are required to submit the following documentation:

- ☐ Industry Training Report (if applicable)  
☐ Essay  
☐ Details of Community Contribution

## Declaration

I wish to be considered for the Northern Beaches Council Event Management Scholarship at ICMS and declare that the information submitted is correct and complete. I understand that ICMS reserves the right to vary or reverse any decision made on the basis of incorrect or incomplete information. I have read and understood the ICMS terms and conditions. I understand that the Northern Beaches Council Event Management Scholarship will provide the necessary funds only to cover partial tuition fees. 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 of applicant:	
	Date:        /        /

## Please submit your completed application to:

Student Services Front Desk

Attention: ICMS Professional Scholarships Board

International College of Management, Sydney, 151 Darley Rd, Manly, NSW, 2095

OR;

Email: [icmsscholarships@icms.edu.au](mailto:icmsscholarships@icms.edu.au) – Subject Line: ICMS Professional Scholarship Application