



ICMS Professional Scholarship Program

APPLICATIONS CLOSE: FRIDAY 25 JULY 2025

COURTNEY-O'CONNOR SCHOLARSHIP

APPLICATION FORM

August 2025

CURRENT AND PREVIOUS PARTNERS INCLUDE:



COURTNEY-O'CONNOR SCHOLARSHIP

August 2025



The International College of Management, Sydney (ICMS) developed a scholarship program more than 11 years ago to reward the most promising students based on their effort, dedication, attitude and aptitude, demonstrated business acumen and motivation. Each year a number of students currently studying a Bachelor degree can receive the Courtney-O'Connor scholarship which awards a tuition waiver valued at UP TO four (4) subjects.

Applications for the Courtney O'Connor Scholarship are invited from students currently studying an ICMS Bachelor Degree. Applicants must have a full time or equivalent study load, and have between **3 and 12 subjects remaining (including WIL)** not including the current term of study.

Value: UP TO four (4) subjects tuition waiver*

Applications Due: 5pm Friday 25 July 2025 - Week 10 (for the August 2025 study period)

A key priority of the ICMS Scholarship Program is to create opportunities for as many students as possible, where eligible. In support of this priority, previous recipients of this scholarship are not eligible to apply.

All scholarships awarded are subject to approval by the ICMS Scholarship Board. Once the successful recipient has been notified of the scholarship value, that value is not negotiable and not changeable.

** Partial Scholarships are likely to be awarded when application numbers are high.*

Benefits of the ICMS Professional Scholarship Program

Tuition: Investment in your future education, development and career.

Build your CV: This experience is of great value as you may also include your scholarship award on your CV for use when applying for employment.

Positioning: This may present a unique opportunity to potentially gain business knowledge and expertise and may present the chance to place yourself in a stand out position in an organisation or career path.

Recognition: In addition to a great head start on your CV, you will be recognised as a scholarship holder at the ICMS Scholarship Ceremony. Official recognition can help raise your profile as a scholarship recipient graduating from ICMS.

Build Networks: Build your networks by being involved in a range of ICMS activities and commitments as a scholarship recipient at ICMS. You may have the potential to open new doors and widen your horizons.

Selection Process:

1. Complete Application Form

Submit via email at icmsscholarships@icms.edu.au

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

a) Academic Record

Applicants must meet the ICMS academic entry requirements and maintain a minimum GPA of 3.0

b) Essay Submission (Minimum 500 words)

Address the following questions within an essay:

- Why has ICMS been a good choice so far and why did you choose your program/specialisation?
- Outline a business idea, in relation to your field of study, provide how this could bring benefits to the related industry or the wider community?

ALTERNATIVELY

Please describe your idea, in relation to your field of study, for a business or business idea/s for the College?
Please provide details of how this could be of benefit?

- Where do you hope to be in 5 years' time and how has your education contributed to this?
- Why are you the most suitable student to be awarded this scholarship?

c) Community, Leadership and Student Body Contributions

Your community contributions form a vital part of your application. Include all relevant information past and present. For example, details of place-holdings such as student representative council, community volunteering, and other areas of interest.

3. Interview Stage

Students who are successful with their essay submission and academic requirements will progress to the Panel Interview stage. Interviews are conducted by the ICMS Scholarship Board.

4. Announcement

All applicants will be notified of the results by phone and/or 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 Courtney-O'Connor Scholarship, successful candidates are required to inform the College of acceptance or non-acceptance, in writing, within two working days of receipt of notification.

Terms & Conditions (please read carefully before signing the declaration)

1. The recipient must be enrolled in an ICMS degree, with between 3 and 12 subjects (including WIL) remaining not including the current study period of their degree.
2. Applicants must have a full time or equivalent study load to be eligible to apply.
3. Students with Articulation Agreements must be studying a minimum of 2 years of their degree at ICMS (includes WIL).
4. The Scholarship Recipient agrees to abide by all admissions criteria and all requirements in the student handbook whilst enrolled. (<https://handbook.icms.edu.au/>)
5. International College of Management, Sydney (ICMS) scholarships are not refundable and non-transferrable. The scholarship cannot be converted to another program, education provider, or recipient nominated by the original recipient.
6. If the Scholarship Recipient fails a subject, he/she is obliged to retake the subject at their cost at the full subject price.
7. The Courtney O'Connor Scholarship offers a tuition waiver **UP TO** the value of four (4) subjects. Partial scholarships are likely to be awarded when application numbers are high. Subject to approval by the ICMS Scholarship Board.
8. In certain cases, the scholarship amount awarded will be credited to tuition as a portion of the fees in each study period for the duration of the course of their study or until the scholarship credit is exhausted. In some cases, scholarship credit can and may be applied to a later study period than the commencement study period.
9. Past recipients of the Courtney-O'Connor Scholarship are not eligible to apply.
10. In the case of the scholarship recipient discontinuing studies any and all remaining credit will be forfeited.
11. The value of the scholarship and the timing of the credit apportionment are not negotiable and not changeable.
12. Previous scholarship recipients cannot have existing scholarship credit remaining as at the commencement of the study period they are applying for*.
13. If the recipient's scholarship involves a work placement and a tuition credit component, the tuition credit will apply to the next term of study.
14. At no time will any scholarship credit apply to fees already paid.
15. The Scholarship is not available to students using any other scholarship, bursary or discount at ICMS**.
16. Scholarship Applicants may only apply for one Scholarship per study period – Multiple scholarship applications will not be accepted. Exception: Courtney-O'Connor Scholarship applicants may also apply for the Academic Excellence Scholarship if eligible with the understanding the Academic Excellence Scholarship will take precedence if successful.
17. Scholarship recipients are required to maintain a minimum cumulative GPA of 3.0 during the tenure of their scholarship.
18. Recipients of the Scholarship agree to abide by all prescribed rules and regulations of ICMS. Scholarship students are expected to maintain good to excellent overall professional conduct and act as ambassadors of the College at all times.
19. If recipients of the Courtney-O'Connor Scholarship are required to re-sit a degree subject received as a scholarship credit, for whatever reason, they will be required to pay for that subject.
20. Activities of the scholarship holder may include:
 - Representing the College at events and expos, VIP functions and visits;
 - Assisting at College events such as Orientation Day, Graduation Day and Open Day;
 - Assisting the Pollard Resource Centre and Academic Support Centre;
 - Submissions to College publications;
 - Student Services; and
 - Participation in community/charity work
21. The scholarship recipient allows the ICMS Marketing department to take and use their photo and write a student profile about them for publications and website use. ICMS is able to utilise quotes from scholarship recipients' speeches where relevant. The Scholarship Recipient agrees to having a willingness to participate in future marketing activities.
22. It is suggested where possible scholarship recipients complete a number*** of contribution hours each study period that the

COURTNEY-O'CONNOR SCHOLARSHIP

August 2025



scholarship is awarded.

23. Scholarship recipients are encouraged to actively participate in at least one student committee and/or apply to be a student ambassador.
24. Scholarship recipients must be 18 years of age within six months of commencing the ICMS Bachelor degree.
25. The Scholarship Board'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) College and Community Contribution hours or failure to meet the requirements of the Courtney O'Connor Scholarship.
26. Academic Integrity will be reviewed from time to time. Any academic misconduct can inhibit your scholarship. Academic misconduct registered as level 2 or 3 during the applicable scholarship, will result in immediate discontinuation of the scholarship.
27. The Courtney-O'Connor Scholarship cannot be deferred.
28. College fees are subject to change.

**Exemptions may apply depending on the scholarship type.*

***Excludes the ICMS Regional and Interstate Student Accommodation Bursary.*

**** Contribution Hours can be discussed with the Scholarship Chairperson.*

COURTNEY-O'CONNOR SCHOLARSHIP

August 2025



Key Information:

- Applications Close: 5pm Friday 25 July 2025
- Successful Applicants will progress to Panel Interview.

ICMS Degree Programs (Select One):

- | | |
|---|--|
| <input type="checkbox"/> Bachelor of Business | <input type="checkbox"/> Bachelor of Hospitality Management |
| <input type="checkbox"/> Bachelor of Business (Entrepreneurship) | <input type="checkbox"/> Bachelor of Property (Development, Investment & Valuation) |
| <input type="checkbox"/> Bachelor of Business (Marketing) | <input type="checkbox"/> Bachelor of Business (Accounting) |
| <input type="checkbox"/> Bachelor of Business (Sports Management) | <input type="checkbox"/> Bachelor of Information Technology |
| <input type="checkbox"/> Bachelor of Business (Fashion and Global Brand Management) | <input type="checkbox"/> Bachelor of Information Technology (Big Data and Analytics) |
| <input type="checkbox"/> Bachelor of Business (International Tourism) | <input type="checkbox"/> Bachelor of Information Technology (Cyber Security) |
| <input type="checkbox"/> Bachelor of Event Management | |

Total Number of Subjects Remaining: (NOT INCLUDING YOUR CURRENT STUDY PERIOD)

Subjects Remaining: _____ Must be between 3 and 12 subjects (including WIL) as at the commencement of August 2025 study period to be eligible. **Please check your subjects count with your Academic Advisor.**

Current Cumulative GPA: _____

Personal Details:

First Name:		Surname:	
Nationality:		Date of Birth: / /	
Address:			
Email:		Telephone:	
Student No.:			

You are required to submit the following documentation:

- ☐ Completed Application Form
- ☐ Essay Submission
- ☐ Community, Leadership & Student Body Contributions Report

Declaration

I wish to be considered for the Courtney-O'Connor Scholarship 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 Courtney-O'Connor 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 via email to:

icmsscholarships@icms.edu.au – Subject Line: Courtney-O'Connor Scholarship Application