

Purpose:

The Scholarships and Prizes Committee operates as a sub-committee of the Executive Committee. It is responsible for the strategic coordination and administration of Avondale scholarships.

Definitions:

Avondale distinguishes between scholarships and prizes by reference to the definitions in Appendix A.

In summary, the following definitions apply:

Scholarship: Financial aid provided to a student to assist in the furthering of their education. It is awarded and maintained on the basis of specified criteria.

Prize: For meritorious work and earned by the student as reward. It is not applied for by the students, but recipients are judged by the adjudicators to have met the criteria established by the donor and approved by the Scholarships and Prizes Committee.

A list of the current scholarships and prizes is provided on the Avondale website.

Terms of Reference:

1. To approve and review criteria, conditions and approving bodies associated with all scholarships and prizes offered by Avondale;
2. To consider and approve proposals for scholarships and prizes which may be funded from internal or external sources of funding;
3. To approve and review procedures to assure quality processing, and the maintenance of equity, in relation to the allocation of scholarships and prizes and the notification of decisions;
4. To review the uptake of scholarships and their usefulness in meeting the objectives and mission of Avondale.

Procedures:

1. Scholarships at Avondale are promoted by staff in Advancement and Student Administration Services (Admissions), and administered within Student Administration Services.
2. Prizes at Avondale are administered within the Office of the Vice-Chancellor & President by the Executive Assistant to the Vice-Chancellor & President.
3. Criteria and associated application forms for each of the approved scholarships on the Avondale website are updated annually by the Scholarships Officer after approval by the Scholarships & Prizes Committee, and authorisation of the Director, Student Administration Services.
4. Information regarding scholarship availability is updated by Advancement, as approved by the Scholarships & Prizes Committee.

Responsibilities for allocating Avondale sponsored scholarships:

Scholarship type/s	Responsibility for overseeing selection of recipients	Responsibility for notifying recipients
Avondale Scholarships other than those listed below	Avondale Scholarships and Prizes Committee	Scholarships Officer
Course Specific Scholarships	Relevant School	Scholarships Officer

Membership:

- Deputy Vice Chancellor Academic (Chair)
- Director, Student Administration Services *ex officio* (Secretary)
- Chief Students and Engagement Officer *ex officio*
- Accountant - Student Finance Officer *ex officio*
- Public Relations & Philanthropy Officer *ex officio*
- Financial Controller *ex officio*
- School Relationship Liaison Officer *ex officio*
- Scholarships Officer (Recording Secretary) (voting member)

Authority:

The committee reports to the Executive Committee.

Table of Amendments:

Version Number	9.0	Replaces Version	8.0, 20 February 2023
Date Published	1 March 2024	Scheduled Review Date	March 2029
Approving Body	Executive Committee	Approval Date	March 2024
Policy Owner	Director, Student Administration Services	Date first introduced	unknown
Short description of amendment			

APPENDIX A

Scholarships

A **scholarship** is an award of access to the institution, or a financial aid award for an individual student, for the purpose of furthering their education. Scholarships are awarded based on a range of criteria which usually reflect the values and purposes of the donor or founder of the award. Scholarships may be offered for one year or more, or for the duration of the course of study and may be classified into the following primary groups.

- **Academic Merit:** Based on ATAR (or equivalent) or GPA. These types of scholarships are attributed to the recipient's fee account and constitute financial aid for which financial need is not used to determine the recipient.
- **Miscellaneous:** Includes criteria such as career aspirations, personal attributes and achievements, leadership and communication skills, educational history, sporting achievement, and volunteer work.
- **Institutional:** These are scholarships which foster the mission and objectives of Avondale and are awarded by **Avondale University** to students planning to attend the institution.

Prizes

Prizes are established by a donor who wishes to reward exceptional academic achievement. They differ from a scholarship in that a student cannot compete for a merit award; it is only awarded for academic merit.