



## Equity Accommodation Bursary 2023

### CONDITIONS OF AWARD

The St Leo's College Equity Accommodation Bursary assists regional and remote students, including students from within Greater & Metropolitan Brisbane, regional and rural Australia and overseas to access the opportunities at The University of Queensland and/or other Brisbane universities.

#### Definitions

The following terms are used in this document, and have the meaning indicated:

<b>Bursary</b>	the St Leo's College Equity Accommodation Bursary
<b>College</b>	the St Leo's College
<b>Committee</b>	the Bursary Selection Committee
<b>Parent/Guardian</b>	the person/s accepting responsibility to pay the student's College accommodation fees
<b>QTAC</b>	the Queensland Tertiary Admissions Centre
<b>Student</b>	the eligible person seeking to take up residence at St Leo's College
<b>University</b>	The University of Queensland and/or other university with a Brisbane campus.

#### Value & Duration

Up to three Bursaries may be awarded each year to students commencing accommodation at St Leo's in the form of discounted accommodation places to the value of \$3,000 per year for up to three years. Bursary payments for each year will be made in two equal instalments to each successful candidate's accommodation account at the College after ongoing conditions of the award have been confirmed as at census date in semester 1 and 2.

#### Eligibility

An applicant must be:

1. a current Year 12 student or current gap year student (with that gap year being in the year immediately following the applicant's Year 12 matriculation);
2. an Australian citizen, New Zealand citizen, Australian permanent resident or hold an Australian permanent humanitarian visa;
3. relocating from their permanent home address in order to attend a university in Brisbane;
4. able to provide evidence of financial need that demonstrates the student will be unable to commence studies at University in Brisbane without the financial assistance provided by this Bursary
5. intending to enroll in an bachelor's degree program at a University, which could also include a dual program, and may not have previously undertaken tertiary studies, other than special university programs designed for secondary school programs..

Applicants must have applied to St Leo's for a college place to be considered for a St Leo's College Equity Accommodation Bursary.

# St Leo's College Equity Accommodation Bursary Application Form

## Application Process

Application forms may be downloaded from the St Leo's College website under Scholarships and Bursaries. This form requires input in three (3) sections:

**SECTION A:** to be completed by the student seeking to reside at the College

**SECTION B:** to be completed by the person/s seeking to demonstrate the student will be unable to commence studies at University in Brisbane without the financial assistance provided by this Bursary

**SECTION C:** details of all supporting documentation to be provided with the application.

The completed application form, including all supporting documentation, must be submitted to the Registrar by Friday 5 January 2023. Incomplete applications cannot be assessed.

The awarding of a Bursary does not guarantee a place at University. Offers of a place are made by QTAC.

The College will notify applicants in writing of the outcome of their application prior to the release of QTAC's first offer round in January.

## Selection Policies

In addition to demonstrating financial need, other factors that may be taken into consideration include: home location, school attended, community service and refugee status.

Preference will be given to students from the following categories:

1. Students from regional and remote areas;
2. Low socioeconomic backgrounds;
3. Aboriginal or Torres Strait Islander students;
4. Students with a disability
5. At the College's Bursary Selection Committee's discretion

St Leo's College Bursary Selection Committee is chaired by the Head of College and Chief Executive.

The Committee reserves the right to make no award, or to award the Bursary at other times in exceptional circumstances if it considers there are no eligible applicants at the time it first considers applications.

## Conditions of Offer

The award of a St Leo's College Equity Accommodation Bursary will be conditional on the recipient:

- taking up the offer of a place at a university in Brisbane in 2023; and
- taking up the offer of a place at St Leo's College in 2023; and
- completing the St Leo's College Residential Contract; and
- confirming they do not currently hold any other equity bursary; and
- agreeing to provide any relevant information to determine their ongoing eligibility for a Bursary.

## Concurrent awards

A Bursary recipient may apply for or hold other merit based scholarships at the University or St Leo's College.

## Ongoing Eligibility

In order to continue to hold a Bursary, recipients are required to:

- remain enrolled in a standard fulltime study load of 8 units in each semester, unless otherwise approved by St Leo's College; and
- maintain satisfactory academic progress by achieving:
  - at least a pass grade in all courses in which the student is enrolled each semester and;
  - a minimum semester Grade Point Average of 4 in each semester of enrolment.

## Deferment

A Bursary may not be voluntarily deferred.

Recipients who are unable to commence their studies and/or take up their offer of a place at the College due to circumstances beyond their control may apply in writing to the Head of College and Chief Executive for permission

# St Leo's College Equity Accommodation Bursary Application Form

to defer their Bursary for a maximum period of one year and provide relevant supporting documentation to support their application.

## Termination

A Bursary will be terminated where a recipient:

1. withdraws from his approved program of study;
2. fails to meet the ongoing eligibility requirements as outlined in these Conditions of Award;
3. fails to comply with the conditions of the St Leo's College residential contract
4. residency at the College ends.

## Appeal Process

An applicant who is not awarded a Bursary, or a Bursary recipient whose Bursary is terminated, or a Bursary recipient whose application for deferment has been refused may lodge an appeal to the Committee if they consider their application has not been handled with procedural fairness.

Appeals must be received in writing by the College's Registrar within 14 days of the applicant receiving notification of the decision.

## Bursary Holder's Responsibilities

It is the responsibility of the Bursary holder to:

- advise St Leo's College immediately if he changes program or study load or withdraws
- determine the taxation implications of the award, if any, which apply to his individual circumstances.

# St Leo's College Equity Accommodation Bursary Application Form

## SECTION A: APPLICANT'S INFORMATION

*To be completed by the student seeking to reside at St Leo's College*

<b>Personal Details</b>			
First name			
Surname:			
Home Phone:		Mobile Phone:	
Address:			
Citizenship details	___ Australian Citizen	___ Other (Specify):	
Visa Status:			
Name of Yr 12 School attended:			
In which year did you/ are you completing Year 12:	___ 2018	___ 2017	
Have you applied for a place at St Leo's College for 2023?	___ Yes	___ NO	
<b>QTAC Preferences</b>			
Please list below your first three QTAC preferences (eg. B Arts, UQ).			
1st pref degree:		1 <sup>st</sup> pref institution:	
2nd pref degree:		2nd pref institution:	
3rd pref degree:		3rd pref institution:	
<b>Personal Statement</b>			
<i>Significant consideration will be given to this part of your application.</i>			
Please attach a typed personal statement of no more than 300 words that describes your family's circumstances and how this scholarship will help you achieve your study and career goals.			

# St Leo's College Equity Accommodation Bursary Application Form

## SECTION B: PARENT / GUARDIAN FINANCIAL DETAILS

*To be completed by the parents'/guardians' responsible for the payment of the College residential fees.*

Date of Application:		
Students Name:		
	<b>Parent/Guardian 1</b>	<b>Parent/Guardian 2</b>
Title:	Mr ___ Mrs ___ Miss ___ Other: _____	Mr ___ Mrs ___ Miss ___ Other: _____
Surname:		
First and middle names:		
Marital status:	Married ___ Single ___ De Facto ___ Separated ___	Married ___ Single ___ De Facto ___ Separated ___
Residential status:	Australian citizen ___ Permanent resident ___	Australian citizen ___ Permanent resident ___
Date of birth:		
No of dependent children:		
Date of birth of dependent children:		
Current address:	Suburb _____ State _____	Suburb _____ State _____
Director of a company?	No Yes (if yes, complete the below section)	No Yes (if yes, complete the below section)
	<b>Company/Trust 1</b>	<b>Company/Trust 2</b>
Company/Trust name:		
ACN/ABN:		
Date Registered/Incorporated:		
Director(s) name:		
Trading address:	Suburb _____ State _____	Suburb _____ State _____
Current address:	Suburb _____ State _____	Suburb _____ State _____
How long have you been at this address:	Start date: _____ End date: _____	Start date: _____ End date: _____
Previous address:	Suburb _____ State _____	Suburb _____ State _____
How long have you been at this address:	Start date: _____ End date: _____	Start date: _____ End date: _____
Contact phone numbers:	Home: _____ Work: _____ Mobile: _____	Home: _____ Work: _____ Mobile: _____
Email address:		
Current residential status:	Owner _____ Owner with mortgage _____ Renting ___ Boarding ___ Other: _____	Owner _____ Owner with mortgage _____ Renting ___ Boarding ___ Other: _____

# St Leo's College Equity Accommodation Bursary Application Form

## SECTION B: PARENT / GUARDIAN INFORMATION (CONT'D)

	Parent/Guardian 1	Parent/Guardian 2
Current employer's name (in full):		
Time with current employer:	Start date:                      End date:	Start date:                      End date:
Previous employer's name(in full):		
Time with previous employer:	Start date:                      End date:	Start date:                      End date:
Previous employer's contact details:	Name Phone no	Name Phone no
Current status:	Full-time                      Contract                      Casual Permanent part-time                      Self-employed	Full-time                      Contract                      Casual Permanent part-time                      Self-employed
Occupation/Job title:		
ABN (if self-employed):		
Current employer address:	Suburb                                      State	Suburb                                      State
Contact details (for verifying employment) e.g. Paymaster:	Name Phone no	Name Phone no
Income – gross annual salary (before tax):	\$	\$
Income – gross weekly rental income (before	\$	\$
Gross annual overtime/ penalties	\$	\$
Other annual income – pensions, FTB	\$	\$

## ASSETS

PROPERTIE/S OWNED	Property 1	Property 2	Property 3
Address:			
Owner occupied:	Yes      No	Yes      No	Yes      No
Market Value (estimate):	\$	\$	\$
In the name of:			

## SAVINGS ACCOUNT & TERM DEPOSIT/S

Financial institution:			
In the Name of:			
Balance:	\$	\$	\$
MOTOR VEHICLE/S	Vehicle 1	Vehicle 2	Vehicle 3
Make and model:			
Year of Manufacture			
In the Name of:			
Insured Value:			

# St Leo's College Equity Accommodation Bursary Application Form

## SECTION B: PARENT / GUARDIAN INFORMATION (CONT'D)

### ASSETS (cont'd)

<b>SUPERANNUATION</b>	<b>Parent/Guardian 1</b>	<b>Parent/Guardian 2</b>	
Value:	\$	\$	
<b>HOUSEHOLD ITEMS</b>			
Insured Value:			
<b>OTHER ASSETS (E.g.: , Shares, Boat, Caravan, etc.)</b>			
Asset Type:			
Value of caravan, boat, shares etc.:	\$	\$	\$

### LIABILITIES

<b>MORTGAGE/S</b>	<b>Mortgage 1</b>	<b>Mortgage 2</b>	<b>Mortgage 3</b>	
Name of financial institution:				
Original loan amount:	\$	\$	\$	
Account number:				
In the Name of:				
Amount currently owing:	\$	\$	\$	
Minimum monthly repayment:	\$	\$	\$	
<b>OTHER LIABILITIES</b>	<b>Loan 1</b>	<b>Loan 2</b>	<b>Loan 3</b>	
Name of financial institution:				
Loan type (Car/Personal/)				
Original loan amount:	\$	\$	\$	
Account number:				
In the name of:				
Amount currently owing:	\$	\$	\$	
Monthly repayment:	\$	\$	\$	
<b>CREDIT &amp; STORE CARD/S</b>	<b>Card 1</b>	<b>Card 2</b>	<b>Card 3</b>	<b>Card 4</b>
Name of financial institution:				
Credit limit:	\$	\$	\$	\$
Amount currently owing:	\$	\$	\$	\$
In the name of:				

# St Leo's College Equity Accommodation Bursary Application Form

## SECTION B: PARENT / GUARDIAN INFORMATION (CONT'D)

Please show each person's details. Combined details may be shown in the 1 <sup>st</sup> column only.	Parent/Guardian 1	Parent/Guardian 2
<b>LIVING EXPENSES</b>	<b>\$ Per Month</b>	<b>\$ Per Month</b>
<b>Basic – Per Month</b>	<b>\$</b>	<b>\$</b>
Utilities (Electricity, Water, Gas, Rates, Phone, Internet etc):	\$	\$
Education (Public School Fees, Uniforms, Textbooks etc):	\$	\$
Child Care Costs:	\$	\$
Groceries (Food, Household Supplies/Consumables, Cosmetics etc):	\$	\$
Healthcare (Chemists and Medical Expenses etc):	\$	\$
Transport (Car Rego, Fuel, regular Public Transport costs):	\$	\$
Insurance (Building and Contents Insurance):	\$	\$
Entertainment (Pay TV, Eating Out, Cinema etc):	\$	\$
Other (House Maintenance, Board & Lodging):	\$	\$
<b>A: TOTAL –Basic</b>	<b>\$</b>	<b>\$</b>
<b>Fixed / Recurring – Per Month</b>	<b>\$</b>	<b>\$</b>
Private Health Insurance:	\$	\$
Life Insurance:	\$	\$
Comprehensive Car Insurance:	\$	\$
Other Insurance (Income Protection, Specified Items, Landlord):	\$	\$
Private School Fees, Ongoing Private Tuition etc:	\$	\$
Court-Ordered Child Maintenance:	\$	\$
Ongoing Rental Payments:	\$	\$
Other:	\$	\$
<b>B: TOTAL –Fixed/ Recurring</b>	<b>\$</b>	<b>\$</b>
<b>TOTAL LIVING EXPENSES [A + B]</b>	<b>\$</b>	<b>\$</b>



# St Leo's College Equity Accommodation Bursary Application Form

## SECTION C: SUPPORTING DOCUMENTATION

*The following documents are required to be presented with, and form part of the Bursary application:*

NOTE: Incomplete applications cannot be assessed.

___	Student's personal statement (see Section A)
___	Copy of the student's parent/s / guardian/s (as applicable) most recent Australian Taxation (ATO) assessment notice.
___	Current Centrelink statements for yourself and/or your parent/s showing entitlement type and rate of pay e.g. Youth Allowance, ABSTUDY, AUSTUDY, Disability Support Pension, Newstart, Family Tax Benefit Part A and/or B etc.
___	Any other documentation that you think may be relevant to your application.

## DECLARATIONS

### Student's Declaration:

I declare that the information provided in Section A this form, and in accompanying documents and statement, is complete and correct to the best to my knowledge. I acknowledge that any scholarship awarded to me on the basis of this application will be cancelled If any information provided is found to be false or misleading and that I may be required to repay any scholarship funds received to date.			
Applicant signature:		Date:	
Parent/Guardian signature:		Date:	

### Parent/Guardian's Declaration:

I/we the undersigned being the student's parents/guardians declare that: <ul style="list-style-type: none"> <li>we have lodged an application in the name of the resident for a place at the College</li> <li>the information I/we have provided in Section B is true and correct to the best of my/our knowledge as at the date of signing. Should there be any change in the information provided I/we will advise St Leo's College in writing. If any information provided is found to be false or misleading, I/we acknowledge that any Bursary awarded on the basis of the information provided may be cancelled at the sole discretion of the College, and that I/we may be required to repay any Bursary funds received to date.</li> </ul>			
Parent/Guardian 1 signature:		Date:	
Parent/Guardian 2 signature:		Date:	