



## SCHOLARSHIP CONDITIONS

# KELVER HARTLEY FRENCH HONOURS SCHOLARSHIP

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## BACKGROUND AND SUMMARY OF KEY CONDITIONS

This scholarship seeks to support a University of Newcastle student who is completing their Honours project in French language, literature, or culture.

If accepting an offer of this scholarship, you will:

- Maintain your academic progress with the University of Newcastle for the duration of the scholarship.
- Notify [scholarships@newcastle.edu.au](mailto:scholarships@newcastle.edu.au) of any changes to your circumstances - such as reduced study load, change in program, or withdrawal from study – which may impact your eligibility for this scholarship.
- Agree to write a message of thanks to the donor via email to [Donor-Relations@newcastle.edu.au](mailto:Donor-Relations@newcastle.edu.au) within 2 weeks of accepting your offer, and
- Be available for a presentation ceremony during Scholars Week events (usually around September).

This scholarship is a one-off lump sum payment of \$5,000 for a term of one year.

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## ESTABLISHMENT

This scholarship are funded from The Kelper Hartley Bequest. The Kelper Hartley Bequest was established from the estate of Professor Kelper Hartley, The University of Newcastle's first Professor of French. Kelper Hayward Hartley (1909-1988) was Professor of French at the University of Newcastle from 1965 to 1969. Over the course of a long career as a secondary school teacher and academic, he endeared himself to generations of students by his devotion to his subject and his gentle eccentricity of character. His \$2 Million Bequest to the University of Newcastle annually provides for several student scholarships and prizes which assist students to further their French studies in Australia and abroad.

## FUNDING ARRANGEMENT

This is a donor-funded scholarship from the Kelper Hartley Bequest.

## ELIGIBILITY

To be eligible to apply for this scholarship, you will need to:

- Be enrolled in the Honours year of an undergraduate degree program with University of Newcastle.
- Be doing your Honours project in the area/s of French or Francophone Literature, culture, language or English-French/French-English literary translation.
- Demonstrate that your ability to study is affected, or will be affected, by areas of educational disadvantage. These include being a carer and/or sole parent, experiencing financial hardship, a long term medical condition/disability, ongoing effects of abuse, regional or remote disadvantage, or English language difficulty. It also includes attributes of being an Indigenous Australian or having Refugee status.
- Have a GPA of 5.0 or higher.
- Not hold another University of Newcastle donor-funded or sponsored scholarship concurrently.

## REQUIRED DOCUMENTATION

As part of your application, you will need to prepare:

- A personal statement (approx. 1 A4 page) outlining your academic achievements, career aspirations in the relevant area of study, and how this scholarship would assist you.
- You **may** be required to provide documents to support your educational disadvantage claims. These will be identified when you apply based on your individual application responses, but you can get an idea of what kinds of documents are required [here](#).

Any applicant that does not submit the required documentation, including documentary evidence, will not be considered for selection.

As part of your application, you will need to agree to the terms and conditions regarding privacy and collection of personal information set out in the Declaration and Authority at the start of your application.

## SELECTION

Selection is a competitive process and will be based on assessment of the scholarship application and any required supporting documents, with reference to the eligibility criteria.

Selection will be made by the Faculty of Education and Arts Selection Panel which will consist of a minimum of three members chosen by the Pro Vice-Chancellor, Faculty of Education and Arts.

The Selection Panel will communicate the details of successful recipients to the delegated Scholarships Officer, and all applicants will be notified of an outcome via email. This will occur within 6 weeks of the scholarship application closing date.

## CONDITIONS OF AWARD

If accepting this scholarship, you agree to the following conditions:

- You will continue to meet relevant eligibility criteria (see the section titled “Eligibility” above) for the duration of the scholarship, unless special consideration is approved (see below).
- If your circumstances change in a way that impacts your eligibility (e.g. change in study load or withdrawal from study), you agree to notify [scholarships@newcastle.edu.au](mailto:scholarships@newcastle.edu.au).
- You agree to write a letter of thanks to the donor via email to [Donor-Relations@newcastle.edu.au](mailto:Donor-Relations@newcastle.edu.au) within 2 weeks of accepting your offer.
- You will be available to attend a presentation ceremony during Scholars Week (usually around September) where you may have opportunity to meet with the donors and/or their representatives.

## BENEFIT

This scholarship is a one-off lump sum payment for a term of one year. This scholarship must be taken up in the year for which it is awarded.

The scholarship provides a total benefit of \$5000 to be paid as a lump sum after the semester one census date.

The scholarship benefit and number of scholarships awarded may vary and will be determined by the funding available each year.

## PERIODS OF LEAVE

This scholarship does not provide a period of leave or deferral.

## TERMINATION

Unless terminated earlier, the scholarship will end when the term has expired and the total benefit has been paid.

The Scholarships office may terminate the scholarship before the term has expired if:

- The scholarship conditions are not met, including relevant eligibility criteria being maintained;
- The scholar completes study and/or ceases to be a student with the University of Newcastle; or

- The scholar has committed serious misconduct (as determined in accordance with the University's relevant policies and rules).

If the scholarship is terminated early, the Office of Alumni and Philanthropy will be advised and the [donor/sponsor] notified.

Ongoing scholarships will not be paid out in full in instances where the recipient completes study before the full scholarship term has expired.

If you have provided false or misleading information and as a result you were awarded or continued to receive the scholarship, the scholarship may be stopped, and you may be required to repay any scholarship benefits to which you are not entitled to within 14 days of being requested to do so by the University.

## **SPECIAL CONSIDERATION**

As a scholarship recipient, if you are unable to meet the conditions of the scholarship due to illness, injury or other extenuating circumstances, you may apply for special consideration. Please apply by writing to the Scholarships Officer via email to [scholarships@newcastle.edu.au](mailto:scholarships@newcastle.edu.au). Please provide appropriate documentary evidence to support your request.

A decision will be made by Student Central Scholarships staff in consultation with the Office of Alumni & Philanthropy.

## **PRIVACY AND COLLECTION OF PERSONAL INFORMATION**

If applying for a donor-funded scholarship, the application or a summary of information provided with the application may be provided to an external donor and/or their representative. This is for the purpose of scholarship selection and otherwise to inform the donor that the terms of the donation are met.

You may be asked by the Scholarships Officer if you give permission for any short articles or newsletter items to be published. You may have the option to provide a photo, quote and or short paragraph about yourself for this.

The University of Newcastle is committed to the protection of your personal information and privacy. The University will only disclose your personal information to the extent necessary for the purpose of the provision of this scholarship (including scholarship selection and assessing ongoing eligibility requirements).

When applying, please review the Declaration and Authority at the start of your application which includes additional information in relation to privacy and the collection of personal information and links to the University of Newcastle [Privacy Management Plan](#), [Web Privacy Statement](#), and [UAC Privacy Policy](#).

The University reserves the right to make amendments to these terms and conditions without prior notice.

### **SCHOLARSHIPS OFFICER**

Student Services Centre  
University of Newcastle  
University Drive  
CALLAGHAN NSW 2308

Phone: +61 2 4921 5000  
Fax: +61 2 4921 5759  
Email: [scholarships@newcastle.edu.au](mailto:scholarships@newcastle.edu.au)

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Revised: