



THE GRADUATE UNION OF THE UNIVERSITY OF MELBOURNE INCORPORATED

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Graduate House Coursework Bursary

A Graduate House Bursary is available to provide financial assistance to residents of Graduate House who are involved in post-graduate course work studies at diploma, masters or professional doctorate levels.

Amount: \$500

Eligibility:

1. The Bursary will be awarded at the sole discretion of the Buildings and Facilities Committee, a subcommittee of the Council of The Graduate Union of The University of Melbourne.
2. Applicants must be enrolled in post graduate course work at The University of Melbourne or a similar institution and resident at Graduate House for a minimum of 12 months.
3. The Bursary must be used for a dedicated purpose.
4. The Budget for expenditure of funds is appropriate.

Requirements:

Applicants will be required to

1. Submit a detailed cost proposal showing how the Bursary will be spent (see Criteria for Appropriate Use of Funds).
2. A resume or personal history of the candidate is provided along with their written application.

The Graduate House Buildings and Facilities Committee reserves the right to withhold the scholarship in any given year if they deem the applications unsuitable.

Key Dates:

1. Applications open Wednesday, 27th January and close Friday, 1st April.
2. An information session will be held on Tuesday, 23rd February at Graduate House.
3. The winners are announced on Friday, 6th May.
4. The Bursary is presented on Thursday, 26th May at the Annual General Meeting.



Graduate House Coursework Bursary Application Form 2016

Name:

Mobile Number:

Email:

Qualifications:

Initial Degree:

Year awarded:

University:

Further Degree *(if applicable)*:

Year Awarded:

University:

(refer to attached resume for additional qualifications).

Current Study:

University of enrolment:

Enrolment Number:

Course Name and Number:

Enrolment start date (mm/yy):

Anticipated end date (mm/yy):

Residency at Graduate House:

Residency start date (mm/yy):

Anticipated end date (mm/yy):



Proposed Budget:

(refer to 'Criteria for appropriate use of funds' in the Useful Information sheet)

Item	Notes	\$
	Total:	

Attachments:

- o Resume and Personal History

Please forward application to:

Chairperson
Buildings and Facilities Committee
The Graduate Union of the University of Melbourne Inc.
220 Leicester Street
CARLTON VIC 3053



Useful Information

Examples of appropriate use of funds:

1. Attendance at domestic enrichment seminars.
2. Purchase of professional memberships of specific associations related to the field of study.
3. Purchase of equipment/books to aid the research/study being undertaken.
4. Completion of course (substantiating documentation would be required).

Time Line:

1. Information packs including an application form will be available from the Graduate House office from Wednesday, 27th January.
2. Applications open Wednesday, 27th January and close Friday, 1st April.
3. An information night will be held on Tuesday, 23rd February to clarify any questions interested applicants may have.
4. At the close of the application period office staff will be asked to check that residents who have submitted applications are eligible to apply and provide the Chair of the Buildings and Facilities committee with a statement attesting to that eligibility.
5. Once applications are received, office staff will be asked to make two copies of each application and forward the original and copies to the Chair of the Buildings and Facilities committee and Bursary Selection Committee by Friday, 8th April.
6. The Bursary Selection Committee will assess each application using the designated criteria and select four candidates to receive the Bursaries.
7. The unsuccessful candidates will be advised and thanked for their applications.
8. Only the Buildings and Facilities committee members who are on the judging panel and the CEO/Head of College will be eligible to vote.
9. The judging panel will assess the candidates according to the criteria provided (see attached form).
10. The successful candidates will be announced on Friday, 6th May.
11. The Bursary will be presented at the Annual General Meeting on Thursday, 26th May, 2016.
12. The successful candidates will be required to submit a one to two page article for publication in the Melbourne Graduate.

Provision of support prior to and during the application process:

1. All eligible students will be invited to attend a presentation evening shortly after the application period commences.
2. A designated member of the Graduate House Buildings and Facilities Committee will be appointed to act as liaison and guidance officer during the period of application to ensure no applicant is disadvantaged.
3. A designated member of the Graduate House Buildings and Facilities Committee will provide feedback to unsuccessful candidates post award should the candidate desire it.

Written Assessment Criteria:

The following criteria will be used to assess the viability of the proposal.

1. Description of area of study is clear and concise.
2. Resume and personal history are provided.
3. Budget for expenditure of funds is appropriate.