

SCHOLARSHIPS



WHAT IS A SCHOLARSHIP?

A scholarship is a grant or payment to support students with their education. Scholarships are awarded on the basis of academic, extracurricular or other achievements.

The main purpose of a scholarship is to support a student throughout their studies. Some scholarships are tied into working for a company or further study. Some scholarships may require public representation by the awarded student, where they are required to address future applicants or attend events.

How is applying for a scholarship different to applying for a job?

A job application is focused on your past. When you are applying for a job, you outline how your experiences, skills and knowledge position you as the best applicant.

A scholarship requires reference to your past and future. In a scholarship application, you should talk about past achievements and how the scholarship will help you to achieve your goals.

WHERE DO YOU FIND SCHOLARSHIPS?

You can search for scholarship opportunities via [UQ Scholarships](#). This is the easiest way to search for future, undergraduate or post graduate scholarships.

UQU also advertise bursaries throughout the year via www.uqu.com.au

HOW DO I KNOW IF I AM ELIGIBLE FOR A SCHOLARSHIP?

Every scholarship will have an eligibility criteria that you need to address to be considered. The criteria could include a GPA or information regarding your finances.

Where do I find the eligibility criteria?

Most scholarships will state their eligibility criteria clearly. The

criteria will be either under a sub-heading or drop down box called 'eligibility criteria'.

Be aware that some scholarships will also have ongoing eligibility criteria, such as maintaining a GPA and/or remaining a full time student. If you do not meet these ongoing eligibility requirements, you may need to show cause to maintain your scholarship, or risk having it withdrawn.

How do I address the eligibility criteria?

First, outline how you meet the eligibility criteria for the scholarship, explain your situation and give appropriate examples with supporting documentation. Most scholarships will only have 2 or 3 eligibility criteria that you will need to meet.

You will then need to explain how having this scholarship will make a positive impact on your abilities academically and personally. This could mean working less to spend more time studying, or being able to move out of home so you do not have to spend hours travelling to and from campus each day.

WHAT SUPPORTING DOCUMENTATION WILL I NEED TO SUPPLY?

Supporting documentation will vary depending on the scholarship that you are applying for.

You may require a studies report, evidence of your permanent address, or even a letter from Centrelink.

Supporting documentation is crucial. It demonstrates to the selection panel that you meet the eligibility criteria for the scholarship.

DO I NEED REFEREES FOR A SCHOLARSHIP?

Yes. Referees are important for all scholarship applications. This is because the referee will often write a letter of recommendation, either supporting your current situation or reinforcing that a scholarship would help you to achieve your potential.

You will need to be in communication with your referee from the beginning of the application process. Inform them of your scholarship application and your intention to list them as a referee.

Out of respect for your referee, you ask them to write one letter of recommendation only. This should cover how they know you, your current situation, your strengths and potential areas that you can improve.

How do I find referees for a scholarship application?

Many scholarships applications will require at least two referees; a personal and a professional referee.

A personal referee is often someone who has known you for more than 12 months and who is not a family member.

A professional referee may be a past employer, or even a teacher, lecturer or tutor that you have developed a strong professional relationship with.

HOW LONG SHOULD MY APPLICATION BE?

This all depends on the initial application form and how specific the eligibility criteria is. Most students rely on the information provided by their letters of recommendation. Your actual written application will generally be between 1 to 2 pages in length.

IS THERE ANYTHING I SHOULD BE AWARE OF WHEN APPLYING FOR A SCHOLARSHIP?

You should make sure that you have filled out the application form correctly, supplied all of the required supporting documentation and attached your personal statement (see template below).

Many applications are rejected because the applicant has missed a document or forgotten to fill out a section of the application form. Make sure you have checked your application before submitting.

WHAT IS A BURSARY?

A bursary is often a one off payment. It is awarded to a student by an institution or group of people willing to support a student with specific needs. This could be to move out of home, buy a computer, to pay for flights overseas for an exchange. Not all bursaries are for specific purposes, some are just a one off payment to assist a student who meets the eligibility criteria.

How is a bursary different to a scholarship?

Unlike a scholarship, a bursary does not have an ongoing eligibility criteria to meet.

Another difference is how the financial support is given. A scholarship may have money put into your bank account every 3 or 4 months. A bursary may be awarded as a store credit or a one off monetary payment. It is important to check how the financial support is awarded and any limitations before applying.

WHAT IS A GRANT?

A grant will often be required for a specific purpose and may have some conditions attached. This could be a grant that you are given to cover travel costs to a conference, as long as you present at that conference. It may cover half the cost of an item from a business, as long as you buy the product from that business (such as a half price brand new fridge).

Grants may also be awarded for students undertaking research, where they must use the money for academic purposes only.

WOULD MY APPLICATION BE DIFFERENT FOR A SCHOLARSHIP, BURSARY OR A GRANT?

Generally speaking, applications for scholarships, bursaries and grants are the same. You are addressing how you meet specific eligibility criteria, indicating how being awarded will make a positive change for you.



Contact SHOC

Ph: 07 3346 3400

Email: shoc@uqu.com.au

PERSONAL STATEMENT TEMPLATE

Your Name

Your Postal Address

Your Phone Number

Your E-Mail Address

Date

Scholarship Provider's name

Scholarship Provider's address

Dear Mr/Ms (You can always enquire beforehand as to whom to address it to)

Re: Scholarship Name and Number.

Paragraph #1: Introduce yourself (use your name) and ensure that you explain why you are writing and the scholarship you are applying for.

Paragraph #2: Address all eligibility criteria required for the scholarship, making reference to all attached supporting documentation and letters of recommendation.

Paragraph #3: Talk about how being awarded the scholarship will make a positive difference to you. Talk about all academic and personal aspects which will change for the better after being awarded this scholarship.

Final Paragraph: Thank the reader for taking the time to consider your application. Make reference to being open and available to be contacted further, especially regarding any possible interviews or meetings.

Yours Sincerely,

Your Signature

Your Name