

**Nursing and Allied Health Scholarship and Support Scheme
Postgraduate and Undergraduate**

TERMS AND CONDITIONS 2023

Part A General

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1. INTRODUCTION

The Nursing and Allied Health Scholarship and Support Scheme (NAHSSS) is funded by the Australian Government, Department of Health and Aged Care and administered by the Australian College of Nursing (ACN).

The Terms and Conditions, Part A General and the specific terms of your scholarship, Part B together form the Terms and Conditions.

You are required to read and understand these Terms and Conditions, both Part A and Part B in their entirety before you accept the scholarship. These Terms and Conditions are subject to change.

2. ACCEPTING A SCHOLARSHIP

As a successful applicant for this scholarship you will receive a package which includes the following documents:

- acceptance of offer form
- decline of offer form
- bank details form
- list of supporting documents required & checklist
- payment schedule
- frequently asked questions document
- Statement by a Supplier form
- Terms and Conditions, Part A and Part B.

To accept your scholarship you are required to return the following documents to ACN by the dates specified in your acceptance package:

- acceptance of offer form
- bank details form
- all necessary documentation as itemised in the supporting documents list
- completed Statement by a Supplier form
- proof of enrolment.

To decline the offer of the scholarship, please return the decline of offer form found in your notification email.

3. GENERAL INFORMATION

3.1 Effect of other scholarships

You may only accept and at any one time hold one government funded scholarship administered by ACN. The exception is NAHSSS Emergency Department Clinical Placement scholarships recipients, who may hold this scholarship in addition to a postgraduate or undergraduate scholarship.

3.2 Assessment of course

ACN will use all resources available to determine the eligibility of the nominated course outlined in your original application. However upon receipt of your enrolment evidence, it may become apparent that your course does not meet the eligibility criteria of this scheme, or is in fact more than one course, at which time ACN will contact you to discuss and your scholarship may be withdrawn.

Courses must be provided by a university or registered training organisation within Australia.

4. PAYMENT ARRANGEMENTS

4.1 Scholarship payments

Scholarships are considered a contribution toward the cost of accessing your awarded course. It is expected that the scholar will meet some of the costs of the course themselves.

Scholarship payments will not commence until all required acceptance documentation has been received by ACN. Required documents must be received by ACN two weeks prior to a scheduled payment date in order for a payment to be activated.

The first semester scholarship payments will be activated at the start of the academic year upon receipt of enrolment confirmation. The second semester payments will be activated upon receipt of results for the first half of the academic year and enrolment confirmation for the second half of the academic year.

Scholarship funds will not be paid during any period of course deferral.

4.2 Payment reconciliation

You will not be required to provide evidence of how you utilise scholarship funds. You will however be required to provide evidence of continued enrolment and academic progress to ensure ongoing payment of the scholarship.

4.3 Repayment of funds

If you cease to fulfil the terms of your scholarship and fail to inform ACN, you will be required to repay funds received from the time you ceased to be eligible. Ceasing to fulfil the terms of the scholarship may include:

- withdrawal from course
- change of course
- ceasing to be an Australian citizen or permanent resident
- acceptance of another scholarship administered by ACN, with the exception of a NAHSSS Emergency Department Clinical Placement scholarship
- failing to provide satisfactory evidence of study undertaken whilst receiving scholarship payments
- no longer working in the area for which your scholarship has been awarded (if applicable).

5. ACADEMIC STATUS

5.1 Results and re-enrolment

Upon completion of each semester you are required to provide ACN with evidence of results and re-enrolment for your course. Failure to provide these documents will result in your scholarship being withdrawn.

5.2 Changes in mode of study

You may change from full time to part time study (or vice versa) during your course. However, your final awarded amount for the course will not increase.

If you change from full time study to part time study partway through a semester, you will only be entitled to the part time semester funding for that semester. If you have received more than the maximum part time semester entitlement, you will be required to repay funds or have payments for the following semester reduced.

6. SCHOLARSHIPSTATUS

6.1 Commonwealth supported places

Scholarship payments will not be affected if you receive a commonwealth supported place.

6.2 Commencement of scholarship

You must commence your study within the calendar year for which the scholarship place is awarded. If you do not commence study within the calendar year, your scholarship will be withdrawn.

6.3 Change of circumstances

You are required to provide ACN with written advice of any substantial change to your circumstances, contact details or other relevant eligibility criteria within 14 days of the changes taking place.

6.4 Ongoing awarding of scholarship

In order to remain eligible for the scholarship, you must:

- continue to be an Australian citizen or Australian permanent resident
- be continuously enrolled in an eligible course
- provide satisfactory results and reenrolment at the completion of each semester
- remain employed in the area for which your scholarship has been awarded (if applicable).

6.5 Deferral of scholarship place

You may request a deferral of your scholarship.

- Maximum deferral period is two semesters during the period of your scholarship.
- Semesters do not have to be consecutive.
- Deferral must be for a complete semester, not part semester.
- If you defer for more than two semesters your scholarship will be withdrawn.

Scholars are not required to justify their need to defer or give detailed reasons.

NAHSS Midwifery Prescribing scholarship recipients who are only studying for one semester are not eligible to defer their scholarship.

6.6 Completing the scholarship

Once you have completed your course you are required to provide the following:

- final semester results
- completed online exit survey.

6.7 Determining study load

ACN determines scholarship payments based a scholar's study load during each semester. This is based on what the course provider classifies as full time or part time enrolment. If the course provider does not classify study as part or full time then ACN will classify the study load based on the number of units/subjects being studied. ACN does not consider the following as weighting in your study load:

- travel time to and from course provider or relevant activities
- employment/work hours.

6.8 Recognised prior learning (RPL)

ACN is only able to provide funding to scholarship recipients for subjects they actively study each semester. If you receive RPL, subjects included in RPL do not count towards your study load.

6.9 Changes in semester enrolment

If you change your study load at any time throughout a semester or course of study, you must notify ACN within 14 days of this change. Once notified, ACN will determine if your scholarship payments need to be altered to reflect this change. This includes for example:

- withdrawing from a unit/s of study
- enrolling in an additional unit/s of study
- withdrawing from units before your course provider census date
- being awarded RPL.

6.10 Withdrawal from course

If you withdraw from your course, you must relinquish your scholarship. You must provide ACN with evidence from your course provider confirming the withdrawal. This must be provided to ACN within 14 days of withdrawing. If you fail to provide this to ACN within 14 days, you may be required to repay funds received. You are eligible to apply for a new scholarship place in a future year.

6.11 Withdrawal of scholarship

Your scholarship may be withdrawn at any stage if you:

- provide incorrect information or withhold relevant information
- fail to comply with these terms and conditions
- fail in the reasonable opinion of ACN to achieve satisfactory academic progress
- fail to provide results and re-enrolment in a timely manner each semester.

You may appeal your scholarship withdrawal with ACN provided you complete the following:

- Send an email to scholarships@acn.edu.au requesting your scholarship be reinstated
- In the same email explain why ACN should reinstate your scholarship.

An appeal must be lodged within 14 days of the scholarship being withdrawn.

6.12 Appeals

You may not appeal the selection of scholarship recipients or the amount of funding awarded. The decision is considered final and no further correspondence will be entered into.

7. CHANGE OF COURSE

Funding under this scholarship is awarded for the specific course as outlined in your letter of offer. Requests to change the course or educational institution for which you are awarded funding must be submitted to ACN in writing along with supporting documentation within 14 days. ACN will notify you of the outcome of your request. A change in course may result in a change in value (increase or decrease) from your original scholarship offer.

Requests to change course are not automatically approved.

Your scholarship place must be surrendered if you discontinue a course of study or enrol in a different course without prior approval.

8. CENTRELINK AND TAXATION

8.1 Centrelink

For the purposes of Centrelink assessment, ACN can provide a letter of scholarship details and payments to scholars. All requests for such documentation must be received in writing from the scholar only.

8.2 Income tax advice

ACN is unable to offer tax or financial advice. For assistance with determining the taxation status of scholarships in your personal circumstances, you are strongly encouraged to seek advice from the Australian Tax Office (www.ato.gov.au), a registered Tax Agent, or Centrelink (www.centrelink.gov.au) if appropriate.

It is a requirement that all scholarship recipients complete the Statement by a Supplier form. PAYG payment summaries (group certificates) will not be issued at the end of the financial year.

9. STUDYABROAD

If you undertake an elective overseas as part of your course of study, you may continue to receive scholarship funds as if you were studying in Australia. You will not receive any additional funds. Continued receipt of scholarship funds is subject to you demonstrating that the overseas study is:

- a component of your Australian university course
- approved by the university
- no longer than 12 months.

10. PRIVACY STATEMENT

The Australian Privacy Principles contained in the *Privacy Act 1998* (CTH) and the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*, except when qualified by any relevant Codes of Practice, will underpin all matters related to personal information collected and held by ACN. The ACN Privacy Policy can be found on the ACN website.

Complaints about acts or practices of the Fund Administrator may be investigated by the Privacy Commissioner who has power to award compensation against the Fund Administrator in appropriate circumstances.

You agree to participate in any surveys that may be conducted by ACN or a third party acting on behalf of the Department of Health and Aged Care to collect information relevant to your scholarship.

11. RESERVATIONS

ACN reserves the right to suspend, amend or vary the guidelines, terms and conditions, the scholarship or any part thereof. The Australian Government reserves to itself in its absolute discretion the right to terminate or cancel any scholarship under the program.

Unless otherwise specifically agreed in writing, nothing in these conditions shall bind the Australian Government or ACN to any conditions, commitments or obligations, of any type.

TERMS AND CONDITIONS 2023

PART B

Nursing and Allied Health Scholarship and Support Scheme Undergraduate

An Australian Government initiative to assist nursing and midwifery students gain their nursing/midwifery qualification.

1. INTRODUCTION

The Terms and Conditions, Part A, General and the specific terms of your scholarship, Part B together form the Terms and Conditions.

You are required to read and understand these Terms and Conditions, both Part A and Part B in their entirety before you accept the scholarship. These Terms and Conditions are subject to change.

2. ELIGIBILITY CRITERIA

Undergraduate scholarships are available to applicants who meet the following criteria:

- Australian citizen or permanent resident
- enrolled or intending to enrol in an accredited nursing or midwifery course that results in a nationally recognised and accredited undergraduate/entry level nursing or midwifery qualification.

3. FUNDING

Scholarship funding is awarded based on the information provided in your original scholarship application, including the course type, study load, duration of course and expected completion date. Should this information differ from the information recorded on your acceptance and enrolment form, ACN reserves the right to alter your original awarded amount.

Scholarship funding is awarded up to a maximum of \$30,000. For those studying the double degree of Bachelor of Nursing/Midwifery, the maximum scholarship amount is \$40,000. Scholarship funding is paid each semester based on your study load during that semester.

If you are studying full time during a semester you may receive up to a maximum of \$5,000 per semester. This is paid to you over ten fortnightly instalments of \$500. If you are studying part time during a semester you may receive up to a maximum of \$2,500 per semester. This is paid to you over ten fortnightly instalments of \$250.

If you change your study load at any time throughout a semester or course of study, you must notify ACN within 14 days of this change. This includes withdrawing from a unit of study or enrolling in an additional unit of study. Once notified, ACN will determine if your scholarship payments need to be altered to reflect this change.

Funding under this scheme is available for study undertaken from semester one 2016.

The maximum scholarship amount will not exceed \$30,000 and for the Bachelor of Nursing/Midwifery will not exceed \$40,000.

TERMS AND CONDITIONS 2023

PART B

**Nursing and Allied Health Scholarship and Support
Scheme Undergraduate**

An Australian Government initiative to assist nursing and midwifery students gain their nursing/midwifery qualification.

1. INTRODUCTION

The Terms and Conditions, Part A, General and the specific terms of your scholarship, Part B together form the Terms and Conditions.

You are required to read and understand these Terms and Conditions, both Part A and Part B in their entirety before you accept the scholarship. These Terms and Conditions are subject to change.

2. ELIGIBILITY CRITERIA

Undergraduate scholarships are available to applicants who meet the following criteria:

- Australian Citizen or permanent resident of Australia
- Enrolled or intending to enroll in an accredited nursing or midwifery course that results in a nationally recognised and accredited undergraduate/entry level nursing or midwifery course. Examples of these courses are as follows:
 - Diploma of Nursing.
 - Bachelor of Nursing.
 - Bachelor of Midwifery.

Courses must be provided by an Australian registered training organisation or university.

3. FUNDING

Scholarship funding is awarded based on the information provided in your original scholarship application, including the course type, study load, duration of course and expected completion date. Should this information differ from the information recorded on your acceptance and enrolment form, ACN reserves the right to alter your original awarded amount.

Course	Duration	Scholarship amount
Diploma of Nursing	Up to two years full time study or two years of part time study	Up to a maximum of \$20,000 for two years of full time study or four years part time study. This is paid on a per semester basis, the amount will be determined by your study load.
Bachelor of Nursing or Midwifery	Up to three years full time study or six years of part time study	Up to a maximum of \$30,000 for three years of full time study or six years part time study. This is paid on a per semester basis, the amount will be determined by your study load.

If you are studying full time during a semester you may receive up to a maximum of \$5,000 per semester. This is paid to you over ten fortnightly instalments of \$500. If you are studying part time during a semester you may receive up to a maximum of \$2,500 per semester. This is paid to you over ten fortnightly instalments of \$250.

If you change your study load at any time throughout a semester or course of study, you must notify ACN within 14 days of this change. This includes withdrawing from a unit of study or enrolling in an additional unit of study. Once notified, ACN will determine if your scholarship payments need to be altered to reflect this change.

Funding under this scheme is available for study undertaken from semester one 2021.