

# Terms and Conditions

## 2024 Maple Scholarship Program

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### Applications.

- 1.Applications. You must submit a completed Scholarship Application Form, agreeing to the Scholarship Conditions and all supporting documentation by the advertised closing date (or any later closing date subsequently advised to applicants by Maple Services)
- 2.Individual Applications. Applications submitted jointly by more than one person will not be considered. Scholarships are awarded to an individual and cannot be shared.
- 3.Refused applications. If your Application is received after the closing date or does not meet the requirements set out in these conditions it will not be considered.
- 4.Application costs. You must meet all your costs associated with applying for the Scholarship.
- 5.Scholarships on offer. Maple Services may cancel any of the Scholarships on offer, whether or not advertised, or reduce their advertised value, or reduce the period of the study tour. You will be advised of any cancellation or variation and where the advertised value or other aspect of a Scholarship has been varied will be asked if you wish to continue with your application.
- 6.Eligibility criteria. You must meet the eligibility criteria of the associated scholarship.
- 7.No age restriction. There is no age restriction applicable to the Scholarships.
- 8.Referees. You must provide the name and contact details of one referee/reference.
- 9.Reference checks. You hereby consent for reference, security and probity checks to be conducted and for the personal information provided in your Application Form to be used and disclosed to third parties to check the accuracy of the information provided and to determine your suitability for the Scholarship.
- 10.Scholarship Committee. Maple Services' Directors are responsible for the selection of the Scholarship Committee. The Committee may change with no notice to applicants.

### Award of Scholarship.

- 1.Payment of Scholarships. Payment of the Scholarships is at the discretion of Maple Services. The Scholarship funds are paid in two lump sums as bank cheques.
- 2.Scholarship amount. The Scholarship value at the time of payment may be less than the amount advertised. You will be given prior notice of any variation and the opportunity to consider if You wish to accept the varied amount. You must confirm your acceptance of the varied Scholarship amount before payment. All Scholarships are in Australian dollars.
- 3.Expenditure of Scholarship funds. The Scholarship funds must only be used for the purposes outlined in the 'Use of Funds' for your scholarship. You are responsible for all expenses additional to the Scholarship funds provided.
- 4.Summary of expenses and receipts. You must keep receipts for all expenses in excess of (AUD)\$30.00. A copy of the receipts must be kept until 100 days after your scholarship tenure finishes. Maple Services may request access to these receipts for auditing purposes.
- 5.Tax. Maple Services cannot give you advice on any tax consequences of receipt of Scholarship funds. You may wish to seek your own advice.
- 6.No deferral. Unless otherwise approved by Maple Services, you must commence your study by the date specified in your final Application.
- 7.No transfer. The Scholarship and Scholarship funds are not transferable.
- 8.Information requests. You must comply with reasonable requests by Maple Services for additional information and documentation and provide any required information together with documentation by the dates requested.

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## Additional Obligations.

1. Promotion of the Program. You are expected to provide reasonable support to Maple Services in publicising and promoting the Program, including participation in interviews for articles. You may, for example, be requested to write articles and provide photos of your experiences whilst studying. Maple Services may request a copy of any material that you wish to release referring to the Program, for their prior approval. You must comply with any such request and comply with any conditions of approval.
2. You hereby consent to the publication and/or use in any form of media of your name and/or your photo and/or any material that you have produced that has been funded by the Scholarship for the purpose of publicising the Program without payment or compensation.

## General.

1. Withdrawal from Scholarship. You must immediately notify Maple Services of any decision to withdraw from the Program.
2. Liability for withdrawal from Scholarship. The State will not be liable for any loss or damages (including consequential loss, loss of opportunity or loss of income and even if the State has been advised of the possibility of such loss or damages) suffered by you which is caused by or arises from a required repayment of all or part of the Scholarship funds in accordance with these conditions.
3. Privacy. You consent to Maple Services and associated third parties using the information, including personal information, provided in your application and final report, for the purposes of assessing your compliance with these conditions and of publicising the Program.
4. Access to records. You agree to give Maple Services and their appointed auditors access to all financial records (including bank and credit card statements) to verify payment of the Scholarship funds and to assess compliance with these conditions.
5. Non-award of Scholarships. Maple Services may upon recommendation of the committee not award any or all of the Scholarships in a given year if they decide (in their absolute discretion) either that there are no suitable applicants for the Scholarships or that there are insufficient applications.
6. Feedback. Successful applicants will be informed by Maple Services. Unsuccessful applicants will be informed by email and may request feedback on their application from Maple Services.
7. Exceptions. These Scholarship Conditions are standard for all applicants. However, exceptions may be granted to applicants based on their individual needs and circumstances.
8. Subject to change. These Scholarship Conditions are subject to change at any time without prior notice.

## Termination.

1. The Scholarship will be terminated if the recipient:
  - a. Once the full value of the Scholarship has been paid.
  - b. If the recipient withdraws from an eligible course, fails to enrol or resume study at the end of approved leave.
  - c. Commences part-time study without prior approval.

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- d. Does not maintain satisfactory academic performance.
- e. Ceases to meet the eligibility criteria specified under 'Eligibility Criteria' of these guidelines, excluding during a period in which the Scholarship has been deferred.
- f. Is found to be guilty of serious misconduct, including, but not limited to, having provided false or misleading information as part of their Scholarship application.
- g. If the recipient engages in criminal misconduct, or if criminal activity prior to the Scholarship period becomes known.
- h. If an educational institution determines that a student is guilty of serious academic misconduct.
- i. Is awarded an alternative primary scholarship. In such circumstances this scholarship will be terminated in favour of the alternative scholarship where the alternative scholarship is of higher value.
- j. Any other provision as indicated in these terms that would lead to termination.

Once the Scholarship has been terminated, it will not be reinstated.

Where a student is found guilty of serious misconduct or withdraws from the relevant course, the University reserves the right to request that any Scholarship funds paid to the Scholarship recipient be reimbursed.