

Scholarship value:

\$5,000

Application closing date:

5pm, Tuesday 29 October 2024

Email:

scholarships@tafensw.edu.au

Selection criteria

To be eligible for a scholarship, you must:

have successfully completed a Hospitality, Cookery, Baking, Patisserie, Travel, Tourism or Events qualification in 2023 or Semester 1, 2024, or on track to successfully complete a qualification in one of these course areas in Semester 2 2024.

demonstrate strong participation, passion and commitment to the Tourism and Hospitality industry

demonstrate the ability to apply skills and knowledge learned throughout the course to a range of technical tasks and interpersonal skills in the class and/or workplace

demonstrate a willingness to learn in different ways

demonstrate an openness to new ideas and techniques

Important information

- Late applications, and incomplete applications, will NOT be accepted.
- If your name, on any of your documents, is different from your application form, you must provide evidence of your name change. (For example: marriage, divorce, or change of name certificate)
- Those who are shortlisted, may be invited to attend an interview.
- Please keep a copy of your application and attachments.
- All applicants must agree by the decision of the assessment committee, and no appeals will be entered into.


Part A - Applicant information

Student details

Family name: First/other names:
Date of birth (dd/mm/yy): Age: Sex: Male Female
Postal address:
Suburb: State: Postcode:
Mobile: Student number:
Email:

Course details

Course name:
Course code: TAFE NSW location:
Year of course completion:
Have you received a TAFE NSW scholarship before? Yes No
If yes, please provide:
Scholarship name: Date received:
Scholarship name: Date received:
Scholarship name: Date received:

 **Note:** Attach evidence of education, i.e. transcripts, certificates, etc.

Part B - Applicant statement and study/work placement proposal

This section is for you to provide the scholarship assessment committee additional information to assist them in assessing your application. Statements can be provided on an attachment if preferred. (250 – 400 words for each response)

Tell us why you should receive this scholarship, and describe how winning the scholarship would help your career in tourism, travel or hospitality.



Please attach a portfolio document including:

1. An explanation of the reasons for selecting your chosen field of study
2. A description of the work experience you have undertaken (paid or unpaid) as part of this course
3. An expression of your commitment to achieving excellence in your chosen field
4. Details of your proposed study/travel plans:
 - A. TAFE NSW study/training, including:
 - Explanation of the reasons for selecting proposed study/training
 - Proposed length of training and related costs
 - OR
 - B. Work placement/study tour details, including:
 - Explanation for the reasons for selecting proposed work placement/study tour
 - Proposed costs
 - Proposed length of the work placement/study tour

Part C - Teacher endorsement

This section must be completed by the applicant's teacher, and endorsed by their head teacher. Use the ranking scale below to indicate the student's level of performance, as well as providing written explanations that rate the applicant's achievements against the selection criteria.

Ranking scale

- 0 - Not yet competent
- 1 - Satisfactory
- 2 - Recommended
- 3 - Highly recommended

Personal information

Teacher name:

Location:

Phone:

Mobile:

Email:

Teacher signature:

Head teacher signature:

Teacher name:

Head teacher name:

Date:

Date:

1. Has the applicant successfully completed an eligible tourism, travel, or hospitality course in 2023 or Semester 1 2024?
Yes No

2. Please provide a rating and comment on the applicant's participation, passion, and commitment to their studies and career ambitions.

Rating (0-3):

3. Please provide a rating and comment on the applicant's ability to apply skills and knowledge learned throughout the course to a range of technical tasks and interpersonal skills in the class/workplace.

Rating (0-3):

4. Please provide a rating and comment on the applicant's willingness to learn in different ways. Examples could include on/off job, alone, in groups, self-paced learning, set tasks, student initiated tasks etc.

Rating (0-3):

5. Please provide a rating and comment on the applicant's openness to new ideas and techniques, across a range of competencies.

Rating (0-3):

Part D - Applicant declaration

- I declare that the information supplied by me in this application and attached documents, is true and accurate.
- I authorise the scholarship assessment committee to access details of my enrolment and academic record for the purpose of assessing my application.
- I accept that the decision of the scholarships assessment committee cannot be appealed, and no correspondence concerning the decision will be entered into.
- If requested, I agree to provide further evidence to substantiate the information provided in my application.
- I am aware that there are severe penalties for providing false or misleading information, and that I may be required to repay monies received to which I am not entitled, and have my enrolment terminated.
- In signing this declaration, I acknowledge I have read, understand and accept the Terms and Conditions for the William R Galvin Memorial Scholarship, a copy of which is attached to the scholarship application.

Date:

Full name:

Signature:

Privacy

The information provided by you on this application form and attachments will be used for the purpose of administration and determining the award of the William R Galvin Memorial Scholarship. Provision of this information is essential to determine your eligibility for consideration of a scholarship. Information will be stored securely. Your application may not be eligible if you do not provide all the required information.

Email your completed form and attachments to scholarships@tafensw.edu.au or click on the “Submit Form” button.

1 Establishment and purpose

- 1.1 The William R Galvin Memorial Scholarship was established to provide support to committed students who are in need of financial assistance or encouragement to complete their studies.
- 1.2 The scholarship is funded, managed and administrated by the Galvin Foundation.
- 1.3 A panel will be established to determine successful scholarship applicants.

2 Definitions

- 2.1 **“Applicant”** means an individual who applies for the William R Galvin Memorial Scholarship by completing and submitting a scholarship application form in accordance with the application process.
- 2.2 **“Application process”** means the process set out in clause 3.0 of these terms and conditions as amended or varied by TAFE NSW from time to time in its sole discretion.
- 2.3 **“Eligible applicant”** means an applicant who meets the criteria for eligibility for the award of a William R Galvin Memorial Scholarship as set out in clause 4.0 of the terms and conditions.
- 2.4 **“Panel”** means a panel to assess applicants on their scholarship application.
- 2.5 **“William R Galvin Memorial Scholarship”** means a financial grant up to a maximum value of \$5,000 awarded by Galvin Foundation in accordance with these terms and conditions.
- 2.6 **“Scholarship application”** means an application for a William R Galvin Memorial Scholarship made by an applicant in accordance with these terms and conditions.
- 2.7 **“Scholarship application form”** means the form which must be completed by an applicant and which is available from tafensw.edu.au/scholarships.
- 2.8 **“Scholarship offer and acceptance form”** means the form which must be completed by the successful applicant and is to be issue by TAFE NSW.
- 2.9 **“Scholarship recipient”** means the successful applicant who accepts the William R Galvin Memorial Scholarship by completing and returning the scholarship offer and acceptance form in accordance with the process set out in clause 6.0 of these terms and conditions.
- 2.10 **“Student”** means a currently enrolled student of TAFE NSW.
- 2.11 **“Successful applicant”** means an eligible applicant who is offered the William R Galvin Memorial Scholarship by TAFE NSW in accordance with the process set out in clause 5.0 of these terms and conditions.

3 Application process

- 3.1 An applicant must complete a scholarship application form and submit it to TAFE NSW, by email, by the close off date.
- 3.2 The applicant must acknowledge and accept the scholarship terms and conditions by signing and dating their application form prior to submitting the scholarship application form in the manner set out in clause 3.1

4 Eligibility

- 4.1 The William R Galvin Memorial Scholarship may be awarded to an eligible applicant who has completed and lodged an application form and who, as determined by the panel as eligible (in its discretion), satisfies all of the following criteria:
 - 4.1.1 have successfully completed a Hospitality, Cookery, Baking, Patisserie, Travel, Tourism or Events qualification in 2023 or Semester 1, 2024, or on track to successfully complete a qualification in one of these course areas in Semester 2 2024.
 - 4.1.2 demonstrate strong participation, passion and commitment to the Tourism and Hospitality industry.
 - 4.1.3 demonstrate the ability to apply skills and knowledge learned throughout the course to a range of technical tasks and interpersonal skills in the class and/or workplace.
 - 4.1.4 demonstrate a willingness to learn in different ways.
 - 4.1.5 demonstrate an openness to new ideas and techniques.
- 4.2 Incomplete scholarship application forms will not be considered by the panel.
- 4.3 TAFE NSW is under no obligation to attempt to contact any applicant who incorrectly completes and/or submits and application form and will, at his or her discretion, contact and applicant on not more than two (2) occasions in an effort to obtain information which is missing, or has not been completed correctly. Should all required information not be provided, the scholarship application form will be withdrawn and notice sent to the applicant.

5 Offer of scholarship

- 5.1 The panel will determine the William R Galvin Memorial Scholarship recipients in its sole discretion.
- 5.2 The successful applicant will be notified by telephone and email and will be sent a scholarship offer and acceptance form to complete.
- 5.3 If unsuccessful, an applicant will be notified in writing of that outcome.

Please retain a copy of these terms and conditions for future reference.

6 Acceptance of scholarship

- 6.1 A scholarship recipient must complete and return the scholarship Offer prior to the payment of the scholarship.
- 6.2 For the avoidance of doubt, the scholarship recipient acknowledges and agrees that the award of a scholarship is conditional upon the signing and returning to TAFE NSW the scholarship offer and acceptance form.

7 Award and payment of the scholarship

- 7.1 Following the completion and return of the scholarship offer and acceptance form, the scholarship funds will be paid as a cheque up to the value of \$5,000.
- 7.2 TAFE NSW and the William R Galvin Foundation are under no obligation to pay or make available any part of the scholarship until it has received a signed and completed scholarship offer and acceptance form.

8 Conditions of the scholarship

- 8.1 The recipient acknowledges and agrees that the following conditions apply to the award of the William R Galvin Memorial scholarship:
 - 8.1.1 On request by the TAFE NSW, the successful recipient must provide an update on how the scholarship has assisted them in their career journey.
 - 8.1.2 The successful recipient must agree to be available for promotional and marketing photography in line with TAFE NSW's Authority to Publish.
 - 8.1.3 Any decision of the panel regarding a scholarship application is final and no correspondence will be entered into.
 - 8.1.4 The successful recipient is expected to be an ambassador for the TAFE NSW and uphold the values of the organisation and to behave at all times in accordance with the TAFE NSW Student Code of Conduct.

9 Variation

- 9.1 TAFE NSW may vary these terms and conditions or any form or process referred to herein at any time and without notice.

Please retain a copy of these terms and conditions for future reference.