

Queensland Ballet Academy

KELVIN GROVE STATE COLLEGE

ANNUAL SCHOLARSHIP BURSARY AND AWARD SCHEME

Thanks to the generosity of individual supporters, trusts and partners, Queensland Ballet is pleased to be able to make scholarships, awards and bursaries available year on year.

A robust assessment panel endorsed by Queensland Ballet (and Kelvin Grove State College for Lower and Upper School applications), considers every fully completed application, aiming to ensure financial support (bursaries) and the awarding of talent scholarships and awards are equitable, transparent, and offered in accordance with established objectives.

With a commitment to access and equity, a comprehensive strategy for the provision of bursaries and scholarships, addresses the following factors which may impact on a student's ability to accept and maintain enrolment at the Academy:

- Socio-economic disadvantage including financial hardship
- Gender equity
- Geographic location and demographics
- Cultural background and family circumstances

Guidelines, terms and conditions of the application and assessment process

1. Eligibility Criteria & Selection Panels

- a) Applicants must have completed their enrolment for the study period in which they are applying for financial assistance for, including having paid the non-refundable security deposit.
- b) Applicants must be enrolled in one of the following programs - the Lower School (Level 6 to 4), Upper School (Level 3 to 1) or Pre-Professional Program.
- c) Financial assistance through the annual Scholarship, Bursary and Award Scheme is not available for other programs run by Queensland Ballet Academy.
- d) Applicants applying for financial assistance must be Australian or New Zealand Citizens and show evidence of financial hardship.
- e) Certain bursaries require priority to be given to Queensland-based applicants.

2. Application guidelines

- a) Applications open annually in November with scholarships, awards and bursaries available and awarded to successful applicants for the subsequent year of enrolment.
- b) Submission of an application implies that you understand and agree to all guidelines, terms and conditions herein.
- c) Parents/carers are to make the application on behalf of the student, however student's 18 years of age or older, may choose to apply independently of a parent/carer.
- d) Applicants must use the official application form available on the Queensland Ballet Academy website.
- e) Application opening and closing dates will be clearly displayed on the website and late applications cannot be accepted.
- f) All applications are kept strictly confidential, and information provided is only used by Queensland Ballet for the purposes of assessing an application, unless clause 2.e applies.
- g) Not all applications will be successful.

3. Supporting information guidelines

- a) All applications must be accompanied by a supporting statement addressing the specific criteria.
- b) Applicants must abide by the specified supporting statement format, including word limit and file types.
- c) If an applicant refers to a Health Care, Pension or Concession card, evidence of a valid card must be uploaded and submitted at the point of application.

- d) Any other supporting information, required to complete the form, or referenced within the supporting statement, must be uploaded and submitted at the point of application.
- e) Under the Child Protection Act 1999 (Qld), Education (General Provisions) Act 2006 (Qld) and Criminal Code Act 1899 (Qld) (Criminal Code), members of the assessing panel are governed by mandatory reporting obligations and as such any suspicion or disclosure of harm, risk of harm, trauma or extreme hardship will be followed up by appropriate support staff to ensure students are safe and protected.
- f) The parent/carer (or applicant if 18yrs+) may be contacted by email or phone during the assessment process if any further information or clarification is required.

4. Application terms and conditions

- a) Information on how to participate in Queensland Ballet Academy's Scholarship, Bursary and Award Scheme application process, including all electronic and hardcopy schedules, information, forms, and notifications form part of these terms and conditions.
- b) Queensland Ballet (ABN 26009717079) is the owner of the Queensland Ballet Academy Scholarship, Bursary and Award Scheme application process.
- c) These terms and conditions may be altered where necessary, and any changes will be notified on the Queensland Ballet website.
- d) Participation in the application process will be considered acceptance of these terms and conditions, and any ongoing updates to these terms and conditions.
- e) To participate, applicants agree to provide Queensland Ballet with true and correct information including full name, phone number, email address and supporting information. Applications are not transferable.
- f) Applicants agree they will not sue or make any other claims of any kind whatsoever against Queensland Ballet or its members for any personal or property damage/loss, whether caused by negligence or otherwise, in relation to the Queensland Ballet Academy's Scholarship, Bursary and Award Scheme application process.
- g) Queensland Ballet will not be responsible for any problems or technical malfunction of any network or lines, servers, providers, computer equipment, software, traffic congestion on the Internet, etc. including, but not limited to, any injury or damage to participants or any other person's computer related to or resulting from applying for or downloading any materials to enable full application in the process.
- h) Queensland Ballet reserves the right, at any time, to verify the validity of an applicant's application and to reject or disqualify an incomplete, false or misleading application from being considered.
- i) Data collected at the point of application may be kept for research, statistical insights and business needs of Queensland Ballet to help inform the Queensland Ballet Academy, however Queensland Ballet will remove personal details and identifying particulars of any kind.

5. Assessment of application and notification of results

- a) A panel of Queensland Ballet and Queensland Ballet Academy personnel will consider applications for students in the Pre-Professional Program.
- b) A panel of Queensland Ballet Academy and Kelvin Grove State College personnel will consider applications for students in the Lower and Upper School.
- c) At the completion of the application and assessment process, all applicants (successful and unsuccessful), will receive notification of the result of their application via the email address provided in their application form.
- d) Notification dates are made available on the website and in communication with families before and during the application process. Any unforeseen delay in the assessment process which may affect the scheduled notification date will be communicated at the earliest opportunity.
- e) Successful applicants will be notified of the value and type, or origin of the scholarship, award or bursary awarded.
- f) The assessment panel's decision is final however, Queensland Ballet is continuously seeking potential support for the Company and its students. If additional support for Academy students is secured during the study period, there may be another opportunity to apply for financial assistance. In this event, all eligible families will be advised of the extra application opportunity.
- g) Queensland Ballet reserves the right to decline to award scholarships, awards or bursaries if, in its opinion, there are no suitable applicants.

Terms and conditions for the recipient

Recipients will be expected to understand and adhere to the terms and conditions hereunder and which will also be provided at the time of notification. The purpose of these terms and conditions is to ensure recipients keep faith with the spirit and intent with which the funds are allocated, by nurturing their passion for the art form and approaching their training with diligence and zeal.

6. Awarding of funds

- a) Scholarships, awards and bursary funds are never awarded as cash or payment of any sort, directly to the recipient.
- b) Scholarships, awards and bursary funds are distributed as fee credits which are processed at the beginning of the study period (year) for which they are awarded, reducing the recipient's balance owing for program fees.
- c) Funds awarded may cover all or only part of the recipient's program fees set by Queensland Ballet Academy.
- d) In the event that funds are awarded as a full scholarship, award or bursary, the value of the funds awarded will be exclusive of the relevant non-refundable security deposit payable for all student enrolments.
- e) Commencement of the scholarship, award or bursary cannot be deferred.

7. Expectations of the recipient

- a) The recipient must demonstrate a commitment to completing the full year of training in which they received the scholarship, award or bursary, in accordance with Queensland Ballet Academy's Enrolment Agreement.
- b) Queensland Ballet reserves the right to revoke a scholarship, award or bursary at any time if it is found that the applicant has provided information that is false or misleading, does not meet the eligibility criteria, or does not comply with these terms and conditions.
- c) Queensland Ballet reserves the right to revoke a scholarship, award or bursary if the recipient does not formally enrol in the course, or pay their security deposit, by the relevant date(s) specified.
- d) Queensland Ballet reserves the right to revoke a scholarship, award or bursary, if it is deemed that the recipient has not adhered to any of the terms and conditions of their Enrolment Agreement.
- e) In the event of a recipient being dismissed from the Program for a breach of the Enrolment Agreement, the scholarship, award or bursary will be revoked, and its entire value must be repaid to Queensland Ballet in addition to any balance of fees owing for the remainder of the study period. Please also refer to the Queensland Ballet Academy Fee Policy Section 9.
- f) In the event of a recipient withdrawing from the Program for any reason aside from a recognised exceptional medical or financial circumstance*, the scholarship, award or bursary will be revoked, and its entire value must be repaid to Queensland Ballet in addition to any balance of fees owing as outlined in the Queensland Ballet Academy Fee Policy Section 7.

8. Recipient engagement with a funding providing or partner

- a) Aside from the name, age and region of origin, recipients' personal information will never be made available to the provider/s of scholarships, bursaries and awards.
- b) Recipients may be requested to provide a letter of appreciation, headshot image and/or an impact statement to be shared with the provider/s of the funds, however all contact between provider and recipient will be facilitated by a representative of Queensland Ballet.
- c) Recipients will have no direct contact or communication with providers including but not limited to contact in person, by phone, email or other online platforms and the recipient is under no obligation to engage with a supporter, funder and/or partner.

*Exceptional Circumstances definition - *Queensland Ballet Academy Fee Policy, Section 7.3*

There are only two types of exceptional circumstances recognised by Queensland Ballet which are deemed outside of the student or family's control, under which the payee may be eligible to apply for a part or full fee waiver upon withdrawing from the Program:

- Exceptional medical circumstances - includes ongoing or recurring injuries, illnesses or other medical condition/s verified by a professional medical practitioner, that substantially impact the student's ability to continue in the Program.
- Exceptional financial circumstances – includes unforeseen, significant impacts or changes in circumstance, which are deemed outside of the family's control, and which coincide with and/or contribute to, the student's withdrawal from the Program and prevent the payee from paying the balance of the fees owing.