

Conditions of Entry

1. Scholarship and Award Conditions

The Conditions of Entry establish the general rules for the award and administration of student Scholarships and Awards funded by the NECA Foundation ("the Foundation").

2. Scope of these Conditions

These Conditions of Entry apply to Scholarships and Awards provided to students to progress their skills and knowledge in post-trade training associated with the electrotechnology industry.

3. Definitions

The following words and expressions have the meanings listed below:

- A *Scholarship* is awarded to a student for future study or training to support the student by providing financial and/or other relevant support. Awards are based on past academic achievement, current student motivation and verified employer support.
- An *Award* recognises a student's academic or other achievement and may be a financial reward, voucher, membership or other entitlement.

4. Principles

Scholarships and Awards:

- 4.1 are awarded at the sole discretion of the Foundation after evaluating applications through the selection process;
- 4.2 are subject to funding being available;
- 4.3 may be offered for either full or partial financial support for study or training, at the sole discretion of the Foundation;
- 4.4 are generally paid on presentation of evidence of successful completion of a course, although this may be varied at the Foundation's sole discretion to offer progress payments based on successful progression through a course spanning at least 6 months, or more than one semester;
- 4.5 can be associated with, or named after, donors;
- 4.6 will not be awarded if it is considered that there is no candidate of sufficient merit;
- 4.7 should be for study or training relating to the electrotechnology industry.
- 4.8 All Scholarships and Awards must:
 - specify eligibility and selection criteria;
 - in the case of Scholarships, be subject to the standard application period(s) endorsed by the Foundation Board of Directors, unless an exception is approved by the Board of Directors.

5. Selection Process

- 5.1 All Scholarships will be subject to application.
- 5.2 Recipients will be selected against defined criteria.
- 5.4 Eligibility for a Scholarship will be based on academic performance in either Year 12, studies at a Registered Training Organisation (RTO), including TAFE, or other prior studies, as well as commitment to the trade and employer support. Where candidates are considered equal, the Foundation will consider other criteria including, but not limited to:
 - Financial Hardship
 - Cultural Hardship
 - Geographical Hardship
 - Physical Disability
 - Others at the discretion of the Foundation

6. Duration or Continuation of a Scholarship

- 6.1 Where a Scholarship is awarded 'for the length of the course', the duration will be calculated based on the standard course requirements, as specified in the course rules, and/or up to a maximum duration negotiated with the donor as specified in the conditions of the Scholarship.
- 6.2 The conditions for the continuation of a Scholarship will include a requirement that students must gain a minimum grade of Pass in all units in which they were enrolled in the previous study period. Exceptional personal circumstances, supported by documentary evidence, may be taken into consideration if the student has not satisfied this requirement.
- 6.3 Where the conditions of a Scholarship specify that the recipient be enrolled at a particular training institution, the Scholarship will be discontinued if the recipient no longer studies at that institution.
- 6.4 The recipient of a Scholarship awarded for a continuing period of more than one semester may apply for a suspension of the Scholarship if they interrupt their course. The recipient must inform the Foundation before the interruption. If the Scholarship recipient does not resume their course within one academic year, funding will be withdrawn.
- 6.5 The conditions for any Scholarship may specify that, if the recipient withdraws from, or fails to make satisfactory progress in, their course of study, or fails to satisfy other requirements for continuation of the Scholarship, then the balance of the monies otherwise payable to the recipient will either:
 - revert to the fund; or
 - be awarded to the next eligible applicant; in that case:
 - a. the amount of the Scholarship available will be the original value less any amount already paid to the first recipient; and
 - b. the duration of the Scholarship will be the normal duration less any period during which it was held by the first recipient.

7. Financial Matters

- 7.1 Monies payable in any year to the recipient of a Scholarship will be paid at such times, and in such amounts, according to the invoice for course fees and are payable upon receipt of proof of satisfactory progression in, or completion of, the course.
- 7.2 The award of any Scholarships or Awards must be recorded in the Board of Directors Minutes, including the name of the recipient and the amount that is payable. Payments will only be made to recipients in accordance with the details recorded in the Minutes.

8. Suspension or Cancellation

If the recipient of a Scholarship fails to comply with any condition of that Scholarship, the Scholarship may be cancelled or suspended until such time that the conditions are met.

9. Saving Clause

Notwithstanding anything to the contrary contained in these Conditions of Entry, the Board of Directors may, in any case deemed appropriate, vary, dispense with or suspend any requirement of or prescription in these Conditions or in the conditions for individual Scholarships or Awards.