



**CHRIST CHURCH**  
GRAMMAR SCHOOL

SINCE 1898

# Scholarships and Bursaries Policy

This policy outlines the parameters for the awarding of scholarships and bursaries at Christ Church Grammar School.

- **Approval date:** August 2019 (Draft)
- **Revision due date:** August 2022
- **Unit responsible:** Principal

## Scope

This policy applies to all current and prospective students and families seeking to be a recipient of a scholarship or bursary.

## Matters out of scope of this policy

Awarding of prizes including the Miguel Cornejo Prize, the Hunter Fry Music Prize and any other prizes nominated by the school are not covered by this policy.

## Meaning of words

For the purposes of this policy, the following terms apply:

- **Bursary** – a monetary award that is granted on the basis of financial need to support a student's education which equates to a remission of an amount or percentage of school tuition fees (this does not include music lessons, co-curricular activities, uniforms, books, camps, excursions etc.).
- **Scholarship** – a monetary award that is granted on the basis of academic or other achievement to support a student's education which equates to a remission of an amount or percentage of school tuition fees (this does not include music lessons, co-curricular activities, uniforms, books, camps, excursions etc.).

## Bursaries - general principle

Christ Church Grammar School may offer a bursary of up to 50% on tuition fees to support families experiencing short-term financial hardship on an interim basis. Applications for a bursary are means tested and are offered at the discretion of the Principal. Bursaries are reviewed annually and may be discontinued at any time at the discretion of the Principal.

## Scholarships - general principle

Christ Church Grammar School offers scholarship opportunities to both retain and attract students to the school and enable them to excel in our program. Academic/General Excellence scholarships are offered for entry in Year 5 (for Years 5-6) and can provide up to 50% remission on tuition fees. Multiple scholarships may not be awarded.



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## Scholarship options

The school provides for the following scholarship opportunities. The school reserves the right to make changes to the range and/or parameters of scholarships offered at any time. All scholarships are open to internal and external candidates.

Scholarship	Criteria	Award	Assessment Process
Academic/General Excellence	Offered in Year 4 and applicable for Years 5-6	Up to 50% remission of tuition fees – school funded	Examination. Awarded at the Principal's discretion.
Olivia Newton-John Performing Arts Scholarship	Offered in Year 4 and applicable for Years 5-6	Fixed prize of \$10 000 awarded in two parts across Year 5 and 6 - Foundation	Audition – external adjudicator
Daryl Braithwaite Music Scholarship	Offered in Year 4 and applicable for Years 5-6	Fixed prize of \$10 000 awarded in two parts across Year 5 and 6 – Foundation	Audition – internal panel

## General conditions

Bursaries and scholarships are awarded based on the following general conditions.

- Students awarded bursaries and scholarships will be of exemplary character and share the values of our school community – exhibiting qualities such as integrity, leadership, initiative, kindness, personal responsibility, care and compassion for others.
- Details of the recipients of scholarships (not bursaries) may be communicated to the school community through the newsletter, website or similar.
- Scholarships and bursaries are subject to an annual review.
- No student may be the holder of more than one scholarship or bursary.
- Once a scholarship is awarded, the student becomes ineligible to apply for a further scholarship.
- A student on a bursary may apply for a scholarship. If a scholarship is awarded, the bursary will be terminated.
- The amount or percentage of the scholarship prize is at the Principal's discretion and will be a maximum of 50% remission on tuition fees.
- Families with overdue fees/levies will be ineligible to receive a scholarship. Families with unpaid fees or levies in the current year may have the scholarship withdrawn unless unpaid fees are settled by the end of the relevant term.
- Students on a scholarship are expected to remain at the school until the conclusion of Year 6. The school can request reimbursement of any scholarship remissions made to families if a student does not remain at the school until the conclusion of Year 6.
- Applicants for Academic/General Excellence Scholarships must sit an examination.
- All scholarships and bursaries are granted or withdrawn at the discretion of the Principal.
- Christ Church Grammar School reserves the right to make changes to this policy at the school's sole discretion.



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## **Application process - bursaries**

The following process applies to the application and awarding of bursaries.

- Bursaries are generally offered to families in genuine short-term financial hardship.
- Families wishing to apply for a bursary must contact the Principal in the initial instance.
- Families will be required to complete a full financial assessment and will be asked to disclose this detailed financial information to the Principal. The information may also be shared with other key personnel such as the Finance Department as needed.
- The Principal will assess the application and liaise with any relevant parties to form a decision about the viability of offering a bursary. The Principal will liaise with the Chair of the Board or his/her delegate prior to making any formal offer to families.
- The school has limited funds to offer as bursaries (1% of the total enrolment revenue). At the Principal's discretion, this may be exceeded with prior approval from the school Board.
- Families will be notified of the decision about their application by the Principal.
- Bursaries are valid for 12 months. All bursaries are reviewed annually. There is no obligation for the school to continue offering a bursary to any family.
- Both parents/guardians will be required to sign an agreement with the school that outlines the terms and conditions of receiving a bursary unless there are Court Orders in place the child/children declaring sole responsibility.
- Bursaries are offered based on the conditions above.

## **Application process - scholarships**

The following process applies to the application and awarding of scholarships.

- Scholarship opportunities will be advertised in internal communications such as the Bluey, on the school's website and in marketing publications and forums.
- All scholarships will be advertised in Term 4 of the preceding year. Scholarship applications will close on 31 January of each year.
- Students in Year 4 may apply for one of the scholarships only. The Academic/General Excellence Scholarship testing will occur in Term 1. Families will be notified of the results by the end of Term 1.
- Auditions for the Olivia Newton-John Performing Arts Scholarship and the Daryl Braithwaite Music Scholarship will occur in early Term 2. Families will be notified of the results by the end of Term 2. Details about the audition program and performance guidelines will be provided to families once the application period has closed.
- Scholarships are offered based on the conditions outlined above.