

# Heritage College

## Scholarship Policy



### Document Control

Revision Number	Implementation Date	Review Date	Description of Changes	Prepared By	Approved By
001	April 2024	April 2024	New Policy	Exec Leaders	
002	April 2025	April 2026	Minor changes	Exec Leaders	



## Rationale

- Heritage offers a limited number of scholarships on an annual basis. Scholarships recognise achievement, enable success and assume a commitment to the School.
- The number of scholarships may vary from time to time and are dependent on the School's enrolment capacity.
- Scholarships are determined annually by the Principal and Heads of Campus. Applicants should note that the School holds an expectation that all families should make a fair annual financial contribution.
- Heritage College stresses the holistic formation of its students and sees education as a partnership with families. Families are expected to share the philosophy, priorities and aims of the School, as set out in the School prospectus, and to support the ethos of the School. The School expects scholarship recipients to follow all School expectations and show broad commitment to school life beyond single areas of interest.
- Scholarships are tenable for a three year period. Scholarships are available for both prospective and current students. Year 7 scholarships are open to both internal and external applicants, while Year 9 scholarships are available exclusively to current students. They are advertised externally via the School website, digital and social media and through other advertising forms.
- All scholarships carry substantial concessions of fees throughout the duration of the Scholarship and it is a condition of the scholarship program that the scholarship recipient is subject to annual appraisal and review.
- Only one student concession can be held for a student at any one time. All applications will be assessed by an independent panel.

## Aims

- To ensure a fair and reasonable Scholarship process that is transparent and open to all parties involved.

## Definition

A scholarship is a provision of subsidy for student school tuition fees based on criteria related to a student's strengths in a particular area of school.

## Implementation

### 1. Application for Scholarship

- a) Applicants must sit an academic examination. The examinations are administered by an external agency. Results will provide guidance for the shortlisting of applicants who will be invited for an interview. The interview panel, chaired by the Principal or their delegate, will then select the successful candidates. Applicants will be required to bring academic transcripts, previous school reports, awards and documentation demonstrating academic capabilities.
- b) In most cases, scholarships provide concession of tuition fees only (excluding levies). In addition to the remaining tuition not covered by a scholarship, parents are expected to meet other expenses, such as:
  - a. Uniform
  - b. Textbooks
  - c. Extra-curricular activities
  - d. Annual Composite Levy



- c) All scholarship applications are expected to meet the following criteria:
  - a. A commitment to embrace the Christian mission, philosophy and ethos of the School
  - b. Acceptable performance in an academic examination according to the criteria set by the School
  - c. Demonstrated commitment to learning and involvement in the life of the school via past reports, references, academic awards and achievements

## **2. Awarding Scholarships**

- a. Scholarships are awarded subject to satisfactory behaviour and involvement.
- b. The school reserves the right to withdraw a scholarship in the event of unsatisfactory progress.
- c. The final decision on awarding scholarships will be made by the Principal. All families who have been interviewed will receive notification of this decision.
- d. The School will not enter into discussion concerning reasons for awarding or not awarding either interviews or scholarships. The School respects the confidentiality of each applicant and, as such, does not publicise information about scholarship recipients at any stage in the selection process. Similarly, results of scholarship examinations are confidential and not released by the School.

## **3. Scholarship Recipients: Expectations, Commitment and Review**

- a. Scholarship recipients will be subject to an annual review. The student will be expected to actively participate in the life of the School and meet all behavioural and conduct expectations. The student will need to maintain a satisfactory academic performance and attendance record.
- b. The academic review may involve an interview with the student to discuss progress, learning strategies and setting personal goals.
- c. Where any concern is held on performance, a meeting with the family will occur with prescribed objectives set for a defined period to ensure the student understands the minimum requirements of the scholarship going forward. Where such standards are still not met, the Principal may resolve to withdraw the scholarship offer.
- d. All scholarship holders, together with their parents / guardians will be required to accept and sign a Scholarship Agreement that will detail the concession conditions. This will include committing to the Christian mission, ethos, program and expectations of the School. The agreement will also include details of the annual performance review.

## **4. Withdrawal**

- a. In the event that a student who receives a scholarship withdraws their enrolment from the School prior to completing their scholarship period, payment of the equivalent of tuition fees that have been discounted for the period enrolled under the scholarship arrangement becomes payable. For example, if a student withdraws after two years of 50% scholarship funding, the two years of 50% fees become due and payable upon withdrawal of enrolment.
- b. The amount to be reimbursed by the family may only be changed at the discretion of the Principal in circumstances such as the family having to relocate interstate or internationally due to parents' work commitments.



## 5. Scholarship Program and Policy Review

- a. The Program will be subject to review and reporting by the School Leadership Team.  
The policy will be formally reviewed every 12 months.

## Addendum

- Scholarships are offered for a three year term for students entering Year 7 or Year 10.
- Scholarship recipients will receive a 50% discount on the tuition fees for the life of the scholarship.
- Enrolled students meeting the criteria are encouraged to apply at both Year 7 and Year 10 entry points.
- External students are only eligible to apply at the Year 7 entry point.