

QUT Equity Work Integrated Learning Bursaries

Terms and conditions

Overview

The QUT Equity Work Integrated Learning Bursaries (*‘the Bursaries’*), which encompasses both the QUT Equity Work Integrated Learning Bursary and QUT Equity Work Integrated Learning Relocation Bursary, is an equity bursary valued at up to AU\$3,000.00, offered to commencing or continuing international or domestic students. This is provided to the Participant via funds transfer to their nominated bank account.

These terms and conditions apply to Participants commencing the Bursaries from 2026. The Bursaries requires an application and is offered from Semester 1, 2026.

Purpose

The purpose of the Bursaries is to recognise support students who are completing a work integrated learning placement and are experiencing sudden or extraordinary financial hardship.

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<p>Part 1 <i>Eligibility Requirements</i></p>	<p>To be eligible for the Bursaries, Participants must satisfy the below eligibility requirements:</p> <ol style="list-style-type: none"> 1. Must be admitted in a QUT award course and enrolled in a placement unit that is mandatory for that QUT award course 2. Must have received confirmation for a work integrated learning placement that is connected to that placement unit 3. Must apply for the Bursaries before the end date of that work integrated learning placement 4. Must demonstrate being unable to meet the costs associated with that work integrated learning placement due to current sudden or extraordinary financial hardship <ol style="list-style-type: none"> a. <i>Sudden financial hardship</i> means an unexpected and sudden financial emergency or event b. <i>Extraordinary financial hardship</i> means a financial emergency or event that a reasonable person would consider extremely unusual, and which warrants emergency financial support 5. Must demonstrate being unable to access savings or any other means of financial support to fund the costs associated with that work integrated learning placement 6. If accessing a QUT Equity Work Integrated Learning Relocation Bursary, must include evidence of relocating for that work integrated learning placement and provide a reasonable explanation justifying why the relocation is necessary

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	7. Must comply with QUT's scholarship, bursary, and prize concurrency conditions.
Part 2 <i>Application and Selection Criteria</i>	<p>1. The Bursaries require an application form. Due to the specific nature of the Bursaries, the Participant must provide:</p> <ol style="list-style-type: none"> a. individual transaction histories/bank statements for all bank accounts, which must: <ol style="list-style-type: none"> i. include their full name, current balance, and show all incoming and outgoing transactions made in to and out of the account ii. cover the period of at least the last two months, backdated from the time of submitting their application iii. include all bank accounts, including everyday accounts, savings accounts, investment accounts, loan accounts, joint accounts, and online payment platform statements (e.g. PayPal, Buy Now Pay Later services, etc.) iv. include both onshore (Australian) and overseas bank accounts v. not be in an amendable file format, such as .DOCX, .XLSM, or .CSV b. any evidence of income received, including scholarships/bursaries, wages/wage subsidies, Commonwealth income support payments, or similar financial cost of living assistance c. independent evidence of experiencing sudden or extraordinary financial hardship d. quotations and/or estimates for anticipated costs of placement. <p>2. Applications must:</p> <ol style="list-style-type: none"> a. Be submitted by the closing date b. Include any and all supporting documentation in the correct form c. Be written in the English language. <p>3. By applying for the Bursaries, the Participant warrants that they have read, understood, and agree to be bound by these terms and conditions.</p> <p>4. QUT has discretion with any decisions made, in connection with this process. To the extent permitted by law, QUT has no liability to any Participant for decisions made in relation to the Bursaries.</p>
Part 3 <i>Value and Payment of Bursary</i>	<ol style="list-style-type: none"> 1. Participants who apply for a QUT Equity Work Integrated Learning Bursary may receive a payment valued at either AU\$300.00, AU\$500.00, AU\$750.00, or AU\$1,000.00, paid as one-time payments and disbursed within 15 business days from the time of issuance of application outcome within the teaching period to which the application relates. 2. Participants who apply for a QUT Equity Work Integrated Learning Relocation Bursary may receive a payment valued at either AU\$1,500.00, AU\$2,000.00, AU\$2,500.00, or AU\$3,000.00, paid as one-time payments and disbursed within 15 business days from the time of issuance of application outcome within the teaching period to which the application relates. 3. For the purposes of these terms and conditions, <i>teaching period</i> means

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	<p>the Semester 1 and/or Semester 2 and/or Summer teaching periods, or in instances where a program of study and instruction for a unit or award course takes place in a teaching period not designated as a Semester 1 and/or Semester 2 and/or Summer teaching period, the first enrolled teaching period designated in Grouped Period 1 (Semester 1 Cluster) and/or the first enrolled teaching period designated in Grouped Period 2 (Semester 2 Cluster) and/or the first enrolled teaching period designated in Grouped Period 3 (Summer Cluster).</p> <ol style="list-style-type: none"> 4. Participants enrolled in a part-time enrolment program (24 credit points or less) will receive the identical value of the payment to which would be received if undertaking a standard full-time enrolment program. 5. Payment is subject to the <i>Conditions of Bursary</i>. If the Participant fails to adhere to the <i>Conditions of Bursary</i>, payment may be suspended or terminated. 6. Participants will receive payment by electronic transfer to their nominated bank account within 15 business days from the time of issuance of application outcome within the teaching period to which the application relates. 7. Unless otherwise advised in the Bursaries offer letter, the Bursaries do not rollover to the next teaching period. A new application will be required for each teaching period. 8. The maximum payment value that can be claimed in any given teaching period will be AU\$1,000.00 for the QUT Equity Work Integrated Learning Bursary and AU\$3,000.00 for the QUT Equity Work Integrated Learning Relocation Bursary. Payments above the prescribed maximum payment value must be authorised by the Director, Student Administration or delegate. 9. Whilst every care is taken to ensure payment is correct, Participants are required to monitor payments and notify the Scholarships team (scholarships@qut.edu.au) of any over or under payments. 10. Overpayments: <ol style="list-style-type: none"> a. If an overpayment occurs at any time and for any reason, QUT may issue the Participant with a written notice requiring repayment of the amount overpaid ('Overpayment Notice') b. The Participant must pay to QUT the amount of the overpayment specified in the Overpayment Notice within ten (10) business days of the date of the Overpayment Notice. c. QUT may, at its sole discretion, recover the overpayment specified in the Overpayment Notice from the Participant by offsetting that overpayment against any amount subsequently due to the Participant as part of their Bursaries. 11. Taxation: <p>QUT does not withhold PAYG tax from coursework scholarship, bursary, or prize payments. It is the Participant's responsibility to check the tax implications for their scholarship, bursary, or prize and personal circumstances. Participants are encouraged to use the Australian Taxation Office's scholarship decision tool. For more information, visit www.ato.gov.au/individuals.</p> 12. Centrelink: <p>Centrelink may include the Bursaries entitlement in any means testing</p>

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	for applications made for Commonwealth assistance. Participants are encouraged to check the Centrelink website for information regarding exemptions.
Part 4 <i>Term of Bursary</i>	1. The term of the Bursaries will be for one (1) teaching period only with no option for renewal.
Part 5 <i>Conditions of Bursary</i>	1. Participants must remain admitted and enrolled in a QUT award course and eligible placement unit to receive payment. See <i>Eligibility Requirements</i> for the definition of eligible placement unit. 2. Participants must be enrolled in a minimum of one (1) QUT unit at the time of processing payment to receive payment. 3. Participants are not permitted to change their award course and continue to receive the Bursaries, unless otherwise specified in the Bursaries offer letter. 4. Deferment of the Bursaries offer is not permitted. 5. Payment will be terminated if a Participant undertakes an approved Leave of Absence. 6. Participants who withdraw from their award course or units prior to the completion of the teaching period (i.e., no grades are recorded) may be required to return monies paid to QUT. 7. Special circumstances will be taken into consideration to support individual variation to the <i>Conditions of Bursary</i> . Supporting documentary evidence may be requested. Participants are encouraged to discuss their special circumstances with the Scholarships team (scholarships@qut.edu.au), Faculty, or QUT Student Services. 8. Participants of the Bursaries are eligible to receive a merit, cooperative, industry, or equity scholarship, as well as a bursary or prize, whilst in receipt of the Bursaries. 9. Unsuccessful applications: <ol style="list-style-type: none"> a. QUT's decision in the awarding of the Bursaries will be final b. QUT is not liable for any: <ol style="list-style-type: none"> i. indirect or consequential loss; and ii. any loss of revenue, loss of profit, or loss of business opportunities, suffered by the Participant in connection with the Bursaries process whether under contract, tort (including negligence), or otherwise. 10. The Participant is required to provide QUT with student bank details as outlined in the offer letter. 11. A presumption shall be made that the Participant accepts the offer for the Bursaries upon the receipt of a successful outcome letter and provision of student bank details, unless otherwise advised. Should the Participant wish to decline their offer for the Bursaries following the receipt of a successful outcome letter, the Participant is advised to contact the Scholarships team (scholarships@qut.edu.au) in writing.
Part 6 <i>Under 18</i>	1. If the Participant is under the age of 18 years, the Participant will be deemed to have obtained the permission of the Participant's parent or legal guardian to participate in the Bursaries application process and the Bursaries award and to be bound by these terms and conditions.

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<p>Part 7 <i>General Requirements for Application Terms</i></p>	<p>Where an application is required:</p> <ol style="list-style-type: none"> 1. All applications become the property of QUT upon submission, upload or otherwise. 2. Applications must be received by QUT during the application period. 3. A student claiming to be a Participant must provide proof of identity, if required by QUT. 4. Each Participant may be required to sign a document indicating that they have received their Bursaries payment at the time of payment. 5. Any decision of QUT, the Bursaries sponsor or donor, in respect of all matters arising out of, or in connection with, the Bursaries is final and binding and no correspondence will be entered into. See <i>Grievances and Appeals</i> below for information on appeals. 6. Each Participant is responsible for notifying QUT of any change to contact details during the application process and after the Bursaries has been awarded. 7. If the Bursaries process is interfered with in any way or is not capable of being conducted as anticipated due to any reason beyond reasonable control of QUT, QUT reserves the right, in its sole discretion, to modify, suspend, terminate, or cancel the Bursaries, as appropriate. 8. The Bursaries and these terms and conditions are governed by the laws of Queensland.
<p>Part 8 <i>Termination of Bursary</i></p>	<p>QUT reserves the right to cease the Bursaries awarded to a Participant in the following circumstances:</p> <ol style="list-style-type: none"> 1. Failure to comply with the <i>Conditions of Bursary</i>. 2. Withdrawal from award course. Participants are advised to contact the Scholarships team (scholarships@qut.edu.au), Faculty, or QUT Student Services before withdrawing from their award course. 3. Engaging in behaviour that breaches the QUT Student Code of Conduct, where if proven would be regarded as student misconduct. The required standards of behaviour are contained within the Academic Integrity Policy, the QUT Code for Responsible Conduct of Research, and the Acceptable Use of Information and Communications Technology Resources Policy.
<p>Part 9 <i>Review and Appeals</i></p>	<p>Where the Participant intends to lodge an application for a review or appeal: Review process:</p> <ol style="list-style-type: none"> 1. A Participant may request a review by submitting a written request via email to scholarships@qut.edu.au stating the grounds for review and include relevant supporting documentation. 2. Review requests must be lodged within ten (10) working days from date of notification of original outcome. 3. The Director (or delegate) of Student Administration will assess the original application, the information provided in the review request, and the relevant policy and legislative requirements. 4. The Director (or delegate) will determine to confirm the original decision, amend the decision or set aside the original decision and issue a new determination based on updated rationale. 5. Notification of the review will be provided via email within twenty (20)

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	<p>working days.</p> <p>Appeal process:</p> <p>Where the Participant intends to appeal the review decision:</p> <ol style="list-style-type: none"> 1. Appeals related to scholarship, bursary, and prize matters are governed by these terms and conditions, the University Committee Governance Policy, and the Appeals Committee Charter. 2. Where the Participant is dissatisfied with the review outcome, they may submit an appeal to secretary.appeals@qut.edu.au within five (5) working dates of receipt of the review outcome. The appeal must state the grounds for appeal and include any relevant supporting documentation. 3. The appeal will be reviewed by the University Appeals Committee for formal consideration. The decision of the University Appeals Committee is final. 4. Where the appeal is not resolved, the Participant may seek advice or lodge a complaint with the QUT Student Ombudsman. The Ombudsman is responsible for administering QUT's student related complaints policy. 5. The decision of the Appeal at 3 above is final. The QUT Student Ombudsman will assess if the review process complied with QUT's established policies and procedures. 6. The Participant has the right to seek external review from an agency such as the National Student Ombudsman at any time. The Participant is requested to advise the QUT Student Ombudsman of the application by email ombudsman@qut.edu.au.
<p>Part 10 <i>Privacy</i></p>	<ol style="list-style-type: none"> 1. By applying for the Bursaries, the Participant provides permission for their personal details to be shared with the Selection Panel. QUT collects the personal information on the Bursaries application form to assess applications and for other university purposes upon enrolment. The collection is authorised under the QUT Student Rules. Information explaining how QUT manages Participant's personal information and our practices for disclosure can be found at: www.governance.qut.edu.au/compliance/privacy/ 2. QUT is bound by the <i>Information Privacy Act 2009</i> (Qld) ('IPA'), and the QUT privacy policy is available at https://www.qut.edu.au/additional/privacy and http://www.mopp.qut.edu.au/F/F_06_02.jsp. 3. QUT will collect and use the Participant's personal information for the purposes of administering and carrying out the Bursaries and may share information with nominated third parties who require the information for the management of the Bursaries. This information will not be used for promotion and marketing purposes.
<p>Part 11 <i>Reserving the Right to Amend</i></p>	<p>Without limiting any part of the Bursaries terms and conditions, QUT may:</p> <ol style="list-style-type: none"> 1. Amend or replace these terms and conditions, or any Bursaries rules or procedures, at any time and for any reason. 2. Extend, suspend, or terminate the Bursaries or Bursaries process at any time before the Bursaries are awarded. 3. Accept applications after the due date. 4. At any time prior to awarding the Bursaries, disqualify any Participant

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	from participating or exclude their offer from further consideration. 5. Commence a new process for calling applications on a similar or different basis to that outlined in these terms and conditions. 6. Use non-QUT personnel in assessing applications.

Contact:

The Bursaries is administered by Student Administration. For any Bursaries related inquiries, please contact scholarships@qut.edu.au.