

## Salthouse Leadership Scholarship for Women

### Conditions of Award

#### Purpose of the Scholarship

This Scholarship aims to support domestic female or female-identifying students with disability who are facing financial challenges.

#### Scholarship Details

The Scholarship is known as the Salthouse Leadership Scholarship for Women and is funded by the Estate of Susan Margaret Salthouse.

#### About Susan Margaret Salthouse (1949-2020)

Susan Margeret Salthouse dedicated her life to advocating for people with disabilities in Canberra. She received multiple awards for her remarkable contributions and outstanding commitment to the community, including the Canberra Citizen of the Year award in 2025.

Susan believed in making the world a fairer and equal one for women living with a disability. As a leader in the Disability sector nationally, she knew that greater representation and more seats at decision making tables was the only way to drive cultural change; Sue was passionate about students living with a disability being key players in design to ensure disability was always a core consideration in spaces and objects.

This Scholarship is designed to empower students living with a disability take their first steps into leadership.

#### Threshold Eligibility Criteria

To be eligible for the Scholarship, applicants **must** meet the following threshold criteria:

- a) Be an Australian citizen;
- b) Be enrolled in a minimum of two units in their 2<sup>nd</sup> year or above;
- c) Live with a disability and registered with InclusionUC;
- d) Be female or female identifying; and
- e) Hold a minimum pass average (GPA 5.0 or higher).

#### Application

Applications are submitted via our [Scholarship webpage](#), which provides details including opening and closing dates. Applicants **must** confirm that all threshold eligibility criteria are met before applying.

To be considered for this Scholarship, applicants must ensure the following sections of the application are completed correctly, in addition to their personal details:

<b>Student Scholarship Details section</b>	
<i>Do you have a disability or ongoing medical condition?</i>	Select 'Yes, and I am registered with InclusionUC.'
<i>Do you consider yourself to be female?</i>	Select 'Yes.'
<b>Financial Need and Equity Scholarships section</b>	
<i>Would you like to be considered for a scholarship based on financial need and equity?</i>	Select 'Yes' to the question and complete the follow-up questions.
<i>Please provide details outlining any leadership roles, work experience, community engagement or volunteer work that you have undertaken.</i>	Provide a statement outlining any leadership roles you have undertaken.

Applicants may apply only once through the Scholarship website. However, multiple applications for different scholarships are permitted if additional space is needed for scholarship specific personal statements.

All questions in the application form must be answered truthfully and to the best of the applicant's knowledge at the time of submission. Any significant changes to the application must be communicated to the Scholarships Office at [Scholarships@canberra.edu.au](mailto:Scholarships@canberra.edu.au) before the closing date. After this date, applications will be assessed based on the original version. Where multiple applications are received for the same scholarship, the most recent submission will be considered.

### **Selection**

The Scholarship Committee will assess applications under the following criteria:

- 50% Demonstrated financial need
- 50% Demonstrated leadership roles the applicant has undertaken

The Scholarships Office will shortlist eligible applications for consideration by the Committee, which will review and rank them in accordance with the selection criteria of the Scholarship. The Committee's recommendations will be submitted to Director, Student Connect, for approval. After the census date, a final eligibility check will be undertaken before confirming the award and arranging payment of funds.

### **Number of Scholarships**

One Scholarship will be awarded each year. The University reserves the right not to offer the Scholarship or to award it at any time to an eligible person.

### **Value and Tenure of the Scholarship**

Each Scholarship is currently valued at \$15,000 and is paid as in six equal instalments of \$2,500 each over 6 semesters via electronic funds transfer. Payment will be processed in the next available payment run following confirmation of the award, which occurs after the census date.

### **Enrolment Conditions**

The recipient must be enrolled after the census date for the Scholarship to be awarded. In the event of change of program, degree, intermission or discontinuation, the student must notify the Scholarships Office at [Scholarships@canberra.edu.au](mailto:Scholarships@canberra.edu.au). If a recipient is found ineligible with regards to enrolment or unsatisfactory academic results in the previous semester, the Scholarship may be rescinded and/or a refund of all or part of the payment may be requested.

### **Recipient Conditions**

Information relevant to the Scholarship will be shared between the University of Canberra and the Donor for the purpose of administering the Scholarship. The recipient must adhere to the University's policies and procedures and agree to the disclosure of their academic progress to the Donor.

Recipients are encouraged to meet with the Donor and to provide a brief written summary of their travel experience and how the Scholarship assisted them. Participation in scholarship related publicity may also be requested from time to time, including interviews and photographs. The University may also publicise the Scholarship by publishing the names of recipients. Arrangements for such publicity will be coordinated through the Scholarships, Advancement or Marketing Office.

### **Providing False or Misleading Information**

The awarding of a scholarship/grant is based on the information provided to the University. An award may be withdrawn at any stage if incorrect, false or misleading information is provided or relevant information is withheld.

### **Deferment**

The Scholarship cannot be deferred.

### **Taxation and Centrelink**

Recipients are responsible for seeking taxation and Centrelink advice regarding their own individual circumstances. Scholarships/grants may be regarded as taxable income if a recipient is enrolled on a part-time basis.

For information on how your award may affect your Centrelink benefits, see [this website](#).

### **Related Policies, Procedures and Rules**

- [Scholarships, Prizes, Medals, and Excellence Awards Policy](#)
- [Scholarships Procedure](#)
- [Student Charter](#)
- [Student Conduct Rules](#)

**Appendix - Scholarship Glossary of Terms**

Aboriginal and/or Torres Strait Islanders	Applicants for scholarships intended for Aboriginal and/or Torres Strait Islander students must provide a Confirmation of Aboriginality document. To obtain this document, contact your local indigenous organisation or Lands Council. For further assistance, please contact <a href="#">the Ngunnawal Centre</a> .
Academic Achievement, Academic Merit	Unless otherwise specified in the Conditions of Award, academic achievement is assessed using the Grade Point Average (GPA) for continuing students, and the Australian Tertiary Admission Rank (ATAR) or equivalent for commencing students.
Carer/caring responsibilities	To be considered as a carer, you must meet the requirements set by <a href="#">Centrelink</a> . A sole carer is someone who has full responsibility for providing ongoing care and support as defined by Centrelink.
Commencing students	Commencing students are those in the first semester at the time of scholarship selection.
Disability	Applicants with a disability may be requested to provide documentation verifying their condition as defined under the Disability Discrimination Act (DDA) 1992 if they are not registered with InclusionUC.
Domestic students	Domestic students are Australian or New Zealand citizens, Australian permanent residents, or holders of an Australian permanent humanitarian visa.
Credit points (CP)	Credit points reflect your study load. You can check your enrolled credit points on your <a href="#">MyUC portal</a> or by viewing <a href="#">Unit Page</a> , where a credit value for each unit is listed.
Financial hardship/Low-Socio-Economic background	Examples of supporting documents include (but are not limited to): <ul style="list-style-type: none"> <li>• Centrelink income statements</li> <li>• Concession cards (e.g. Health Care card)</li> <li>• Tax returns showing low income</li> <li>• Public housing tenancy agreements</li> <li>• Letters from social workers or support agencies</li> <li>• School fee exemption notices</li> <li>• Employment records confirming casual or unstable work</li> <li>• SEIFA data based on residential postcode</li> <li>• Reports outlining financial hardship or social disadvantage.</li> </ul>
First-in-Family	First-in-Family students are the first member of their immediate family, including siblings, to attend university.
A former defence service person and an immediate family member of such person	Applicants seeking scholarships for former defence service members or their immediate family need to provide evidence demonstrating they meet this requirement such as Centrelink documentation. If obtaining such a document is difficult, a statutory declaration will also be accepted.
From a regional, rural and remote area in Australia	Your postcode will be used to confirm whether you are a student from a rural and remote area based on the <a href="#">Australian Statistical Geography Standard (ASGS)</a> developed by the Australian Bureau of Statistics (ABS). To qualify, your current or previous postcode must fall under one of the following categories: RA2 (Inter Regional), RA3 (Outer Regional), RA4 (Remote) or RA5 (Very Remote). You can check your classification using <a href="#">the ASGS classification tool</a> .
Full-time/Part-time	You are considered a full-time student if you're enrolled in 9 credit points or more in the relevant semester. If you're enrolled in less than 9 credit points, you are considered as a part-time student.
International students	International students are citizens of a country other than Australia who hold an Australian visa such as a student visa, diplomatic visa, and other types of temporary visas. To be eligible for scholarships, students must be studying onshore.
Out-of-home care	Out-of-home care refers to children or young people who are unable to live with their parents and have instead spent all or part their childhoods in foster

	care, residential care or with extended family under kinship care arrangements.
Postgraduate	Postgraduate study refers to qualifications undertaken after completing an undergraduate degree, such as Graduate Certificates, Graduate Diplomas and Coursework Master's degrees. It does <u>not</u> include Research degrees such as Doctor of Philosophy and Master by Research programs.
Refugee students	Students who hold a permanent refugee or humanitarian visa.
Students from culturally and linguistically diverse background	Students from culturally and linguistically diverse (CALD) backgrounds are those who: <ul style="list-style-type: none"> <li>• Were born overseas in non-English-speaking countries</li> <li>• Speak a language other than English at home</li> <li>• Have ancestry, heritage of cultural identity distinct from the Anglo-Celtic majority.</li> </ul>
Student Exchange program/Global Exchange program	This only refers to study undertaken at one of UC's international partner universities; this does <u>not</u> include independent study programs arranged at an international university of the applicant's choice, or faculty-led study tours.
Student residences/On-campus accommodation	The University's student residences include UC Lodge, Weeden Lodge, Cooper Lodge and Campus West. For scholarships requiring applicants living in student accommodation, residency will be verified with UniLodge, who manages these facilities.
Sole parent	Individuals who have full responsibility for raising one or more children.
Undergraduate	Undergraduate study includes post-secondary education such as Diplomas and bachelor's degrees. It does <u>not</u> include non-award courses such as bridging and foundation programs.
2 <sup>nd</sup> year, 3 <sup>rd</sup> year or 4 <sup>th</sup> year	The year of study is determined based on the commencement date of the course in which a student is enrolled.