

Oral History Victoria

Graduate Training Programme Student Bursary Policy and Selection Criteria

1. Purpose

This policy outlines the eligibility criteria and selection process for student bursaries offered by Oral History Victoria to support participation in its Graduate Oral History Training program. The bursary aims to assist students who are unable to secure funding from their academic institution.

2. Eligibility Criteria

To be eligible for a bursary, applicants must:

- Be currently enrolled in a recognised academic institution.
- Be a current paid-up member of Oral History Victoria.
- Demonstrate that they are unable to obtain financial support from their academic institution.
- Provide evidence that the training program aligns with their field of study and career development.
- Not have previously been awarded a bursary under this policy.
- Commit to full participation in the training program.

3. Selection Criteria

Bursary applications will be assessed based on the following criteria:

- **Absence of Institutional Financial Support (50%)** – Evidence that the applicant has sought but is unable to secure funding from their academic institution.
- **Relevance to Field of Study (30%)** – Demonstrated alignment between the training program and the applicant's academic and professional goals.
- **Impact and Commitment (20%)** – A clear statement on how the training will benefit the applicant's learning and future career.

4. Application Process

- Applicants must complete the bursary application form and provide supporting documentation, including proof of enrolment at a tertiary academic institution, evidence that financial support is not available through their academic institution, and a statement of purpose.
- Applications will be reviewed by a selection panel appointed by Oral History Victoria.
- The selection panel may request additional information if necessary.
- Successful applicants will be notified in writing and must confirm acceptance of the bursary and their enrolment in the Graduate Training Program within a specified timeframe.
- Unsuccessful applicants may request feedback on their application.

5. Review Process

- The bursary program will be reviewed after one (1) year and thereafter periodically in order to ensure alignment with organisational priorities and funding availability.
- Based on feedback from the selection panel, the OHV Committee of Management will evaluate the effectiveness of the bursary process and recommend improvements as needed.
- Any changes to eligibility criteria or selection processes will be communicated in advance.

6. Terms and Conditions

- Bursaries are awarded at the discretion of Oral History Victoria and are subject to available funding.
- The bursary amount is up to AUD\$250 per student.
- Recipients must attend and complete the training program as agreed.
- Any false or misleading information may result in withdrawal of the bursary.
- Recipients may be asked to provide a brief reflection or testimonial on their experience for reporting and promotional purposes.
- Any bursary provided to a student must be used by the student in the year in which it is given and cannot be held over to another year.
- If a recipient of a bursary is unable to attend the Graduate Training Program for any reason, they shall notify Oral History Victoria in writing.
- Where a bursary is awarded under this policy and the recipient withdraws from the programme, OHV reserves the right (but shall not be obliged) to reallocate the bursary to another suitable applicant in the same round.

For further inquiries, please contact: contact.oralhistoryvictoria@gmail.com with BURSARY INQUIRY in the subject line.

Oral History Victoria
Student Bursary Application Form

Please ensure you have read the details of the *Graduate Training Programme Student Bursary Policy and Selection Criteria* before completing this form.

1. Applicant Information

Full Name:

Email:

Phone:

Academic Institution:

Course:

Year of Study:

OHV Membership: Yes: No:

2. Financial Need

Have you applied for funding from your academic institution? If no, you won't be eligible for this bursary. Yes: No:

If yes, what was the outcome?

Amount sought from OHV (up to AUD\$250)

Explain how this training aligns with your field of study and career goals (max 100 words):

4. Personal Statement

Please provide a brief statement (max 200 words) outlining:

- Why you are applying for this bursary
- How the training will benefit your education and career
- Your commitment to completing the training program

5. Supporting Documents

Please attach:

- Proof of enrolment in your academic institution
- Evidence that your institution won't fund the training (e.g., letter or email)
- Any other relevant supporting documents

6. Declaration

I confirm that the information provided in this application is true and correct.

I understand that a bursary-supported place is subject to availability in any given training program.

I agree to the terms and conditions set out in the Student Bursary Policy and Selection Criteria.

I acknowledge that any false or misleading information may result in the withdrawal of my bursary.

Signature (electronic or hard written suitable):

Date:

Submit completed applications to: contact.oralhistoryvictoria@gmail.com by **midnight Sunday the 13th of April**, with BURSARY APPLICATION in the subject line.