

# GRADUATE WOMEN VICTORIA

*Serving and empowering women through education and advocacy*



## Scholarship Program Information for Referees

Graduate Women Victoria offers scholarships to female students who have overcome or are currently overcoming disadvantage in pursuing their studies at universities in Victoria. Scholarships are currently available in these categories:

- Indigenous undergraduates
- Fourth Year Honours in Arts or Humanities
- Masters of Education/Teaching
- Masters Research, Masters Coursework and Masters (Extended)
- PhD

More detail can be found at <http://gradwomenvic.org.au/>. Applications must be made online by the closing date of midnight on 31 March and referees will be requested by email to provide a confidential reference online by 5 pm on 15 April.

### Eligibility for scholarships

To be eligible for Graduate Women Victoria awards, students must meet the following criteria:

- Female gender
- Enrolled at a university in Victoria or a Victorian campus of ACU at 31 March in the year of application
- Enrolled in a course appropriate to the type of scholarship
- Australian citizen or permanent resident

Applicants must also demonstrate to the satisfaction of Graduate Women Victoria not only that they have academic merit, but also that they have overcome or are currently overcoming disadvantage in pursuing their studies. Areas relevant to the criterion of disadvantage include the following:

- Financial difficulty or low income
- English as a second language
- Migrant or refugee status

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- Disability or medical condition
- Family/caring responsibilities
- Geographical isolation/significant distance from campus
- Family crisis or difficult family or home environment
- Career/study disruption
- Other difficult circumstances

The material submitted as evidence of disadvantage is treated as highly confidential.

## Requirements for Referees

Applicants are required to provide the names and email addresses of two referees who are familiar with their academic record and potential and are willing to submit a confidential reference online. If it is not possible for the applicant to provide two academic references, one academic and another from an appropriate person, such as an employer or student welfare officer, are acceptable.

Only one academic reference is required for the Marilyn Godley Scholarship for Indigenous students. The other reference should be from a member of the Aboriginal and Torres Strait Islander community familiar with the student.

## Process for referees

After the student has lodged her application, referees will be sent an email requesting them to log in to Graduate Women Victoria's online scholarship application site. Referees will be asked to rank applicants on academic criteria and they will also be given opportunity to make further comments which may be helpful to the assessment panel. Referees may if they wish refer to their own knowledge of a student's disadvantage and its impact on their academic performance. Comments may be copied and pasted to the site from a Word document.

Please note:

- Referees will receive an email request for the reference immediately after the application has been submitted (closing date midnight on 31 March).
- References are due no later than *5pm on 15 April*.
- If the references are not received by this date, the application will be rejected.
- Online references are visible only to the relevant assessment panel and the program administrator.
- The Scholarship Subcommittee of Graduate Women Victoria reserves the right to contact referees for further information.
- Decisions of the adjudicating panels are final and no correspondence or discussion regarding their decisions will be entered into.

Email enquiries may be made to [admin@gradwomenvic.org.au](mailto:admin@gradwomenvic.org.au)

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