



## 2019 Vice-Chancellor's Professional Development Scholarships Application Form Aboriginal and Torres Strait Islander Staff

Please read the VC PD Application Criteria and Procedures at [https://www.westernsydney.edu.au/tld/home/career\\_development/vice\\_chancellors\\_professional\\_development\\_scholarships\\_for\\_indigenous\\_australians](https://www.westernsydney.edu.au/tld/home/career_development/vice_chancellors_professional_development_scholarships_for_indigenous_australians) before completing this application. Only eligible and complete applications will be considered by the selection panel. This form must be forwarded to your Dean/Director/Executive Director/PVC/DVC for endorsement **before** being submitted to the Office of Human Resources.

**NOTE:** This is a merit-based process and only activities from 1 January to 31 December 2019 will be considered.

Please select your employment type:	Academic <input type="checkbox"/>	Professional <input type="checkbox"/>
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### 1. PERSONAL DETAILS

Staff ID		Extn	
Full Name & Title (e.g. Mr/Mrs/Prof)			
Email address			

### 2. CURRENT POSITION DETAILS

Position Title		HEW/Academic Level	
School or Unit		Campus	
Length of Continuous Employment at University			
Job Status		<input type="checkbox"/> Ongoing <span style="margin-left: 100px;"><input type="checkbox"/> Limited-Term*</span> (*please refer to guidelines for eligibility to apply) <input type="checkbox"/> Full-Time (35 hrs p/wk) <span style="margin-left: 20px;"><input type="checkbox"/> Part-Time</span>	
Dean/Executive Director/Director/PVC/DVC			

### 3. DECLARATION

In completing this application, I declare that:

- I am of Australian Aboriginal descent and/or Torres Strait Islander descent; and
- I identify as a Australian Aboriginal and/or Torres Strait Islander person; and
- I am accepted as an Australian Aboriginal and/or Torres Strait Islander person in the community in which I live or have lived.

I declare that I am:

<input type="checkbox"/> Aboriginal	<input type="checkbox"/> Torres Strait Islander	<input type="checkbox"/> Both Aboriginal & Torres Strait Islander
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<p>Please indicate if you have provided evidence conforming to the above:                  This is an identified Aboriginal and/or Torres Strait Islander scholarship. You are required to have provided documentation in relation to Proof of Aboriginal and/or Torres Strait Islander Status (as per Section 5 of Western Sydney University's Recruitment and Selection Policy).</p>	
Held in my employment file by the office of Human Resources <input type="checkbox"/> Provided as an attachment to this application <input type="checkbox"/>	
Name:	
Signature:	
Date:	

## 4. DETAILS OF THE PROFESSIONAL DEVELOPMENT ACTIVITY

Type of Activity	Conference Attendance <input type="checkbox"/>	Workshop, Seminar or Short Course <input type="checkbox"/>
Activity Title		
Brief Description of Professional Development Activity		
Proposed Dates of Activity		

## 5. CONFERENCE ATTENDANCE DETAILS

Have you submitted a paper for presentation at the conference? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	If yes, please attach a copy of the abstract
Conference Title	
Web link address for the conference site	
Where will the conference be held?	



## 6. WORKSHOP, SEMINAR OR SHORT COURSE DETAILS

This application is for a:                       Workshop     Seminar     Short Course

Activity Title	
Please provide or attach a description of the activity or provide a web link to the information	

## 7. COST OF ACTIVITY

Please provide full details of costs, including course fees/conference registration fees, travel and accommodation costs (if applicable) and incidental costs.

	Amount \$
Conference registration fees	
Course/Activity fee	
Accommodation	
Airmiles	
Meals/Incidentals	
Other (please specify)	
Total	

Have you or will you receive any support or funding for this activity from any other source (University or external)?                       Yes                       No

If yes, please provide details	
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If the scholarship does not meet the full costs of the proposed activity, how will the balance be paid?	
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## 8. YOUR REASONS FOR APPLYING FOR A SCHOLARSHIP

**Please include all answers for the following questions on this application form.**

7.1	Could you tell us about your Aboriginal and/or Torres Strait Islander people and community ambassadorship?
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7.2 How will this Scholarship benefit your career or professional development?

7.3 **Academic Staff:** How is the proposed activity relevant to your teaching and/or research?

7.4 **Professional Staff:** How is the proposed activity relevant to your current position?

7.5 What are your expectations from attendance at the proposed activity?



7.6 Briefly describe how this professional development activity is relevant to your career development plan as discussed with your supervisor and documented through the Compass program. **A copy of your Compass Review and Compass Development Plan must be included with your application.** *(max 100 words)*

7.7 What are your proposed outcomes and actions for sharing your activity experience with your University colleagues?

7.8 List **all** professional development courses and activities and all work related conferences you have attended in the past four (4) years(both University and external to University).

7.9 Is there anything further you wish to add in support of your application?



## 1. DECLARATION AND SIGNATURE

I confirm I have read the Vice-Chancellor Professional Development guidelines and understand the conditions and eligibility criteria for this application. I certify that the information contained herein is accurate and current at the time of submission, and understand that by making this application it is not guaranteed that a Scholarship will be offered to me.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

## 2. APPLICANT CHECKLIST

Attachments included:

- Copy of my Compass Review and Compass Development Plan (attached)
- Letter of support from the Dean/Executive Director/Director/PVC/DVC (see Appendix A)
- Proof of Aboriginal and/or Torres Strait Islander Status (if not previously supplied to HR)

## 3. SUBMISSION & CLOSING DATE

Please submit your application and attachments  
by **5pm, Monday 29 October 2018** via email  
[vcpscholarships@westernsydney.edu.au](mailto:vcpscholarships@westernsydney.edu.au).

**Note:** If your application is successful, you will be required to submit a brief report on the outcomes of your activity to Zeita Davis [Z.Davis@westernsydney.edu.au](mailto:Z.Davis@westernsydney.edu.au) (max 300 words) within 1 month of completing the activity and also to undertake a presentation or publication on your outcomes.

For more information about completing this application please contact the Office of Aboriginal and Torres Strait Islander Employment and Engagement on 02 9678 7587 or email [T.Healey@westernsydney.edu.au](mailto:T.Healey@westernsydney.edu.au).

Please note recipients of a Vice-Chancellor's Professional Development Scholarship are not eligible to apply for a scholarship in the year following the award of the scholarship.

This application will be acknowledged by email within 48 hours. If you do not receive acknowledgement, please phone Zeita Davis on  
P: 02 9685 9349



## APPENDIX A

### 9. STATEMENT OF SUPPORT - Dean/Executive Director/Director/PVC/DVC

**Please state:**

8.1 The reasons for supporting this application.

8.2 The benefits or value add that this activity will have to the staff member's career and professional development?.



8.3 The benefits or value add that this activity will have to the organisational unit?

8.3 What other support or funding, if any, will your Unit/School provide?

I support this application for the Vice-Chancellor's Professional Development Scholarship

\_\_\_\_\_  
**Name of Dean/Executive Director/Director/  
PVC/DVC (Please Print)**

\_\_\_\_\_  
**Signature**