



ST. ANDREW'S GRAMMAR

SCHOLARSHIP AND BURSARY POLICY

<i>Date</i>	<i>Modified By</i>	<i>Ratified</i>	<i>Review</i>
March 2006	Principal	2006	2007
February 2008	Principal	2008	2009
May 2009	Principal	2009	2010
March 2010	Principal & Board	School Board 2010	2011
August 2014	Principal	No change	2015
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ST. ANDREW'S GRAMMAR

Scholarship and Bursary Policy

Beliefs

1. Scholarships and Bursaries can encourage parents of new and high achieving students to apply for positions for their children at the School.
2. Scholarships and Bursaries can be important marketing tools and a mechanism for attracting alternative sources of funding to the School.

Definitions

1. "Scholarships" are fee remissions given to students who have the potential to make a positive contribution to the life of the School.
2. "Bursaries" are fee support given to students who have the potential to make a positive contribution to the life of the School but who would not be able to attend without some level of financial assistance.

Principles

1. The School provides a variety of options to financially support families including financial assistance where needed.
2. The School will provide scholarships to students who
 - a. demonstrate strong academic performance in one or more learning areas; and
 - b. who also have the potential and commitment to contribute to the broader culture of the School.
3. Selection for scholarships will be based on transparent, comprehensive and rigorous processes.
4. Bursaries should attract academically talented students who, due to financial constraints, would not otherwise be able to attend the School.

Disclaimer

All Scholarships and Bursaries are granted or withdrawn at the discretion of the Board upon the recommendation of the School Principal. St. Andrew's Grammar reserves the right to make changes to this policy at the sole discretion of the Board.

Scholarships

St. Andrew's Grammar Scholarships are offered to students who display excellence in academic or co-curricular pursuits.

The Scholarships on offer seek:

- To promote the School more widely in the Community.
- To attract gifted and talented students to the School.
- To acknowledge gifted and talented students who already attend the School.
- To provide opportunities for children whose families, for financial or other reasons, might not be in a position to send their children to St. Andrew's Grammar.

- To provide an opportunity for community-based associations, businesses, family or individual benefactors to support the School, its families and their children.

Annually up to twenty (20) Scholarships may be awarded:

- Up to six (6) scholarships in total recognising Academic Excellence for current students entering into either Year 7 or Year 11 in the following year.
 - Up to six (6) scholarships in total recognising Academic Excellence for new students applying to the school in various Year Groups
 - Up to - four (4) scholarships recognising excellence in Modern Greek Language Studies for both current and new students entering into Year 7 or Year 11 in the following year.
 - Up to two (2) scholarships recognising excellence in Performing Arts (notably Music, Drama or Greek Dance) for entry into either Year 7 or Year 11 in the following year.
 - One (1) Year 11 scholarship, The Harry Protoolis Scholarship, recognising excellence in Science and Mathematics.
 - One (1) Year 11 scholarship, The Alex Litas Scholarship, recognising excellence in Chemistry and Physics.
- Each scholarship is set at between 50% and 100% of the annual tuition fee at the sole discretion of the School.
 - Each scholarship is for a period of two (2) academic school years. Scholarship holders where applicable, on expiry of their scholarship, may apply for a new scholarship.
 - Scholarships may be withdrawn at the discretion of the Principal if the recipient does not maintain his/her academic standards and/or uphold the ethos of the School during the scholarship period.

The Criteria and the Procedures for application for Scholarships is based in the following:

- Submission of a Scholarship Application.
- Applications for Scholarships close on the date advertised in the School Website in Term One of each year.
- All Scholarship applicants for Year 7 and 11 Scholarships are required to enrol for and to sit a test at an appropriate level. The test usually used is the Australian Council for Education Research (ACER) Scholarship Examination and it is conducted at the School.
- Academic Excellence Scholarships for new students are based on academic reports, achievements in external academic competitions and potentially ACER exams if appropriate for that year level.
- Students who wish to apply for the following additional Scholarships must sit the ACER Scholarship Examination and will then be required to write to the Principal to request a formal interview. The students must also provide evidence that demonstrates an exceptionally high academic performance in the relevant subjects as listed below.
 - Science and Mathematics (for The Harry Protoolis Scholarship)
 - Chemistry and Physics (for the Alex Litas Scholarship)
 - Modern Greek Language (for the Greek Studies scholarships)
 - Practical (eg AMEB) and/or Theoretical tests (for the Music, Drama or Greek Dance Scholarship)
- Attainment of a scholarship is based upon:
 - Academic results for the as stated above
 - A reference regarding the applicant's character, sport and other extra-curricular activities and academic potential;

- A willingness to actively contribute to School life through its academic, pastoral, spiritual and creative arts programs;
 - A willingness to contribute to the co-curricular program in the School, whilst holding a scholarship or bursary;
 - Ability to adhere to and uphold the ethos of the School, and
 - Any other evidence provided in support of the applicant as requested by the Principal or the Board.
- The School Board will decide on scholarship recipients and the value of the Scholarships awarded (50%-100%) on the recommendation of the Principal.
 - The successful and unsuccessful applicants will be notified in writing and in confidence before the conclusion of Term Two.
 - The decision of the School in the award of a scholarship is confidential and no correspondence will be entered into.

Greek Language Scholarships

The School Mission states: *'St. Andrew's Grammar provides a unique Orthodox Christian and Hellenic co-educational experience with a particular focus on academic excellence, Greek language and culture within a safe and caring learning environment from Kindergarten to Year 12.'*

It is known that the proportion of students studying foreign languages is decreasing annually. By 2017, less than 8% of Year 12 students nationally studied a foreign language as one of their ATAR subjects.

Modern Greek is one of twenty eight languages studied in Western Australia with usually a small number of candidates in Year 12 who study the South Australian Syllabus (there is no WA syllabus for Modern Greek), as one of their ATAR subjects.

In order to encourage the study of the Modern Greek language, the Board will offer up to six (6) Modern Greek scholarships for Year 7 or Year 11 each year.

Year 7 Entry

1. Scholarship applicants must achieve a satisfactory result in the ACER Scholarship Examination;
2. Scholarship applicants must achieve an average of 'B' grades in all subjects studied in Year 5 - on their final Semester Two report;
3. Applicants must be currently enrolled or intending to enrol at St. Andrew's Grammar; and
4. Students who are currently not enrolled at St. Andrew's Grammar must be enrolled to sit the A1 Adult Level for Modern Greek in the Centre for Greek Languages (CGL) Examinations.

Year 11 Entry

1. Scholarship applicants must achieve a satisfactory result in the ACER Scholarship Examination;
2. Scholarship applicants must achieve an average of 'B' grades in all subjects studied in Year 9 - on their final Semester Two report OR achieve a minimum score of 70% in the Semester One Year 10 Modern Greek examination;
3. Applicants must be enrolled in Year 10 Modern Greek and be eligible to apply to study ATAR Modern Greek in Year 11; and

4. Students who are currently not enrolled at St. Andrew's Grammar must be enrolled to sit the 2A Adult Level for Modern Greek in the Centre for Greek Languages (CGL) Examinations.

Bursaries

St. Andrew's Grammar Bursaries are offered to students who, due to financial hardship, would not necessarily be able to study at the School. These are considered only for students studying in Year 6 or new applicants studying the following year from Year 7 and above. Families already enrolled at the School who are experiencing financial difficulties have access to a fee-remission process and so Bursaries are not available for them.

Bursaries at the School would be designed to:

- Attract academically high achieving students to study at the School;
- Assist disadvantaged students to access an independent school education and to succeed at this study through the provision of financial assistance;
- Attract students of Greek background to study at the School;
- Attract students of an Orthodox background to study at the School;
- Assist in the retention of high achieving students of Greek background through the provision of financial support;
- Promote the School to the Greek Community and to all potential students as an educational institution that is committed to academic excellence.

St. Andrew's Grammar budgets an amount each year to provide new families who meet the criteria, financial assistance to assist in the payment of tuition fees, or the costs involved in some of the School's co-curricular activities (eg: instrumental music tuition, special coaching or instructional courses in sporting, cultural or leadership activities).

All Bursaries will be awarded for a period of one (1) year provided students continue to meet the set criteria.

- Bursaries may be financial needs based and applicants may need to complete a financial questionnaire.
- Bursaries will be awarded at the discretion of the Board upon recommendation by the Principal within the set budget limits and aligned with the School's mission.
- The awarding of a Bursary is usually confidential between the School and the family and a breach of confidentiality will lead to a withdrawal of the Bursary.

To be considered for the continuation of a Bursary each student will:

- Maintain a high standard of behaviour, fully meeting all of the School's Code of Conduct and expectations for students.
- Have had their parents show evidence of financial hardship and an inability to pay the required fees
- Be a positive role model for other students
- Be able to make a positive contribution to the School in one or more of the following areas:
 - a) spiritual life
 - b) service and loyalty
 - c) sporting
 - d) cultural
 - e) academia

Bursaries for all annual tuition fees would be for one (1) year and reviewed annually by the Board. Building Levies, P&F Levies and charges associated with Camps, Tours and Excursions would still apply.



Appendix 1

ST. ANDREW'S GRAMMAR Scholarship Application Form

APPLICANT'S DETAILS

Surname _____ First Name _____

Current Year Level _____ School Currently Attending _____

CATEGORY OF SCHOLARSHIP APPLIED FOR: *(more than one category may be ticked)*

- 1 General Academic Excellence Year 7 and 11**
for students entering into either Year 7 or Year 11
- 2 General Academic Excellence**
for students entering into other year levels
- 3 Harry Protoolis Scholarship for Academic Excellence in Science and Mathematics**
for students entering into Year 11
- 4 Alex Litas Scholarship for Academic Excellence in Chemistry and Physics**
for students entering into Year 11
- 5 Performing Arts Scholarship (notably Music, Greek Dance and Drama)**
for students into either Year 7 or Year 11
- 6 Modern Greek Language**
for students entering into Year 7 or Year 11

Parent name _____ Signature _____ Date _____

This Application Form must be returned to the School Office by the closing date for the ACER Examination and proof of remittance for the examination must be attached. Note that students may apply for any or all of the Scholarships listed if they meet the criteria and only one examination fee is required to be paid.

OFFICE USE ONLY

Date received:	Scholarship/s applied for: [] ₁	All forms received and completed? [] Yes [] No
	[] ₂ [] ₃ [] ₄ [] ₅ [] ₆	ACER enrolment? [] Yes [] No

Appendix 2

PRACTICES – SCHOLARSHIPS

1. The Board will, on the advice of the Finance Committee, determine the total allocation of funding that is available for new scholarships and bursaries each school year, subject also to budgetary capacity and the funding available from external philanthropic sources. Scholarships are an integral part of the School's offering and, as such, will be a component of the budgetary process with an annual amount or percentage allocated by the Board.
2. The Australian Council for Educational Research (ACER) will conduct the testing or such other scholarship or entrance examination chosen by the School for Year 7 and 11 Scholarships;
3. Marketing will commence early in the school year and will be ongoing.
4. Application documentation will be available from early in the school year.
5. Selection will be based on:
 - a. Results in the academic test provided by ACER or such other scholarship or entrance examination chosen by the School;
 - b. Other test and academic requirements for specialised scholarships such as Modern Greek;
 - c. Performance in an interview may be an additional requirement to assess potential and commitment to make a positive contribution to the School.
 - d. Demonstration of achievement and leadership e.g. certificates, testimonials, audition.
6. The value of each Scholarship will be determined solely by the Board and no correspondence will be entered into.
7. In the event that a student is withdrawn from the School during the Scholarship period, the Scholarship will be forfeited.
8. Consideration of remission of fees in other circumstances, other than scholarships and bursaries are subject to separate guidelines.
9. Where candidates are already in receipt of significant discounts and/or full or part remission of tuition fees may mean candidates are ineligible for further discounts by way of scholarships or bursaries from the School. Where such circumstances occur applications will be considered on a case by case basis.

PRACTICES –BURSARIES

1. Bursaries will be available to students entering Year 7 and above.
2. Applications for bursaries will be accepted at any time during the year (a closing date may apply and advised). Families will need to demonstrate:
 - a. high academic achievement by their child;
 - b. a capacity and willingness by the student to contribute positively to the broader culture of the School; and
 - c. genuine financial need.
3. Bursaries will be subject to budgetary constraints operating at the time. Bursaries are an integral part of the School's offering and, as such, will be a component of the budgetary process with an annual amount or percentage allocated by the Board.
4. Families who hold a bursary will be obliged to advise the School of any change in their circumstances that means they no longer require the particular level of financial support.
5. The availability of bursaries will be widely advertised and supported by relevant marketing materials.
6. Bursaries may be awarded on the basis of financial need to a student entering Year 7 and above whose family is suffering financial hardship or whose ongoing financial situation would make it impossible for the family to pay School fees. All bursaries are subject to annual review based on satisfactory academic progress and effort, all-round involvement in School activities and demonstration of continuing financial need and may be withdrawn where the requirements are not met.

PRACTICES –FINANCIAL SUPPORT FOR CURRENT FAMILIES

The Board aims to keep the School as accessible as possible by:

1. Aiming to keep fees and charges as low as possible whilst acknowledging that annual increases may be inevitable.
2. Providing sibling discounts
3. Wherever possible, providing one invoice at the start of the year incorporating all tuition fees and charges. Whilst every effort is made to provide one all-inclusive invoice this is not always possible as there are subject charges during the year due to final numbers not available such as for elective subjects.
4. Providing discounts for upfront payment
5. Providing a range of payment options towards paying an account
6. Providing short term or emergency support to enable families who are already enrolled with St. Andrew's Grammar and whose children are positively involved with the School, to remain at the School. This is negotiated with the Business Manager and Principal who take it to Finance Committee for approval. It may be a remission on fees or a payment plan (or both) that gives them longer to settle the account. Such arrangements are reviewed annually or more frequently should there be a decline in the involvement and interaction with the School.

CONDITIONS OF A SCHOLARSHIP OR BURSARY

The retention of any Scholarship or Bursary at St. Andrew's Grammar is conditional upon the following.

The Scholarship recipient will:

- a) Maintain a high-level of academic performance and an excellent work ethic for the duration of the scholarship. The academic standard required for **any** scholarship is a B grade, or greater, average. The academic standard for **any** bursary is a C grade, or greater, average;
- b) Have exemplary conduct – a high standard of behaviour that does not bring the good name of the School into disrepute. The School reserves the right to unilaterally withdraw the Scholarship in the event that any escalated disciplinary action is taken by the School;
- c) For Year 11 Modern Greek, the student will enrol in and remain enrolled in ATAR Modern Greek in Years 11 and 12 and will sit the final ATAR Examination;
- d) Give total support for School life and the values and the expectations of the School by making a positive contribution to the broader life of the School; and
- e) Actively participate in the life of the school, both curricular and co-curricular- including sports and school functions and events.

The Family will:

- a. Give support for School life and the values and the expectations of the School as laid out in the Conditions of Enrolment;
- b. Make full payment of all school fees and levies by the due date for payment as determined by the School from time to time. Those with overdue fees or levies (current and previous) will be ineligible to receive or retain a scholarship or bursary.
- c. The scholarship or bursary will be withdrawn unless unpaid fees/levies are paid by the due date or an active payment plan is agreed upon. Any default will result in cancellation of the scholarship or the bursary for the current year.
- d. Note that any default that results in the cancellation of a scholarship or bursary does not necessarily mean that the student's enrolment will also be ended by the School.