

MIT Academic Achievement Scholarship Guideline

1. Purpose of the scholarship

The purpose of Melbourne Institute of Technology (MIT)'s Academic Achievement Scholarship is to attract outstanding students and to encourage and nurture continuous development of talent in the field of Business and Information Technology and Engineering. The scholarship is awarded on a merit basis and is available each trimester as determined by the Institute.

2. Eligibility criteria

2.1. To be eligible to receive and retain an MIT Academic Achievement Scholarship (Scholarship) the applicant must:

- Be an international student enrolled as a full time student in the trimester to which the benefit would apply;
- Have achieved an average overall percentage of 75.0% or more, with no individual result below 70.0% in the preceding two trimesters and have no fail grades recorded (no exceptions will be considered);
- Have IELTS (academic) result with an overall score of 7.0 with no band less than 6.5. Documentary evidence of a current (test date within two years of date of application) IELTS certification must accompany the application;
- Have completed at least (a minimum) of two trimesters full-time as per course requirements of the program at MIT;
- Have a minimum attendance record of 80% in all scheduled classes in previous trimester;
- Student submission – Each application must be accompanied by an independently authored 500-800 words statement outlining why receiving the scholarship is important;
- Have made the fee payment for the subsequent trimester's full-time enrolment.
- Not be sponsored by other organisations or governments;
- Have submitted a completed application form before the closing date; and
- Have maintained enrolment in the course in which they commenced.

3. Processing of scholarship applications

3.1. Candidates currently receiving scholarships

- 3.1.1. Candidates who are currently receiving a scholarship and maintaining eligibility will automatically retain their scholarship do not need to reapply for their scholarship each trimester.
- 3.1.2. Students retaining their scholarships will not be included as a new applicant each trimester and will not be included in the new applicant shortlist each trimester.
- 3.1.3. Students who are maintaining their scholarships will undergo a check by the

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Scholarship Committee Secretary to ensure that they are:

- i. Have achieved an average overall percentage of 75.0% or more, with no individual result below 70.0% in the preceding two trimesters and have no fail grades recorded (no exceptions will be considered);
- ii. Have a minimum attendance record of 80% in all scheduled classes in previous trimester.

3.1.4. If the student has not maintained their eligibility, a list of ineligibility students will be presented to the Scholarship Committee for noting.

3.2. Shortlisting (ranking) of new candidates

3.2.1. Heads of Schools will review all written submissions and determine whether an applicant should be added to the short list. This list excludes students who are currently receiving scholarships.

3.2.2. Applicants who are not included on the shortlist will not be considered further.

3.3. Scoring/ Rating of new candidates

3.3.1. Shortlisted applicants will be rated by the Scholarships Committee will be rated using a scoring method. Applications will be ranked by weighted scores:

- i. Average marks for past two trimesters x 1.5
- ii. Average attendance for past semester x 0.5 (See Schedule 1 for example of how student scores are compiled and ranked for UG and PG applications).

3.3.2. Scholarships awarded according to a strict order of merit.

3.3.3. Current scholarship awardees will retain their scholarship if they continue to meet the eligibility criteria. Their application will not be entered into the ranking process

3.4. Decision about awarding new Scholarships

3.4.1. All applications will be considered by the Scholarships Committee.

3.4.2. Where applicants have the same ranked score and there are insufficient scholarships available, the Scholarship Committee will review written submissions and determine allocation on merit.

3.4.3. Students previously ineligible for this scholarship do not automatically become eligible as a consequence of any individual result being amended as the outcome of an appeal or review.

4. Appeals

4.1. There is no right of appeal should an applicant be unsuccessful in securing a scholarship.

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5. Value and benefits

- 5.1. Successful applicants who are awarded a scholarship will receive a one-off payment equivalent to 30% of the tuition fee for the course in which the student is enrolled.
- 5.2. A maximum of 5 new scholarships in each School will be offered each trimester. The number of scholarships offered does not include students who are currently maintaining their eligibility.

6. No transfer privilege

- 6.1. The Scholarships are campus specific and therefore not transferable to another campus of the Institute.
- 6.2. The Scholarships are available to students who have not received any other financial consideration from the institute such as a discount on their tuition fee etc.

7. Eligible programs

- 7.1. The Scholarships are available for eligible students enrolled in the following MIT programs only:

Undergraduate programs	Bachelor of Business
	Bachelor of Networking
	Bachelor of Engineering Technology (Telecommunications)
	Bachelor of Data Analytics
Postgraduate programs	Master of Professional Accounting
	Master of Business Analytics
	Master of Networking
	Master of Data Analytics
	Master of Engineering (Telecommunications)

8. Application process –

8.1. New scholarship applications

- 8.1.1. Applicants will be required to complete the Scholarship Application Form and submit by the closing date as published in the MIT Academic Calendar.
- 8.1.2. The Scholarship Committee Secretary will compile the list of students to ensure that applicants fulfil ALL the eligibility criteria as stated above in clause 2; including submitting an application before the closing date; and has made the fee payment for the subsequent trimester full-time enrolment.
- 8.1.3. The Committee Secretary will review the Academic Misconduct Register and consult with the Academic Register to identify whether any students have

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been found guilty of breaching the policies listed in clause 10: Student Code of Conduct.

- 8.1.4. Applicants who do not meet the eligibility criteria will be removed from the process.

9. Closing dates

Applications must be lodged by 4.30pm on the Friday of Orientation week immediately before the classes start in the subsequent trimester.

10. Outcome

All scholars who receive an official offer of a scholarship from the Institute will receive a bank transfer for the value of the Scholarship.

11. Student Code of Conduct

To maintain eligibility for the Scholarship during the academic year, students must be enrolled as a MIT student during the academic year and be in good academic standing at the Institute.

As a scholar, you are a member of the Institute community and are expected to comply with all laws, Institute's policies, campus regulations and conducting yourself in ways that support a scholarly environment.

During the tenure of your Scholarship, you must abide by the MIT Student Charter and the following policies:

- Student Charter
- Academic Integrity Policy and Procedure
- Student General Misconduct Policy and Procedure; or
- Failed to have maintained satisfactory academic progress,

Students currently receiving scholarships who are found to have breached any of the above policies in the previous trimesters will be ineligible to apply for any future scholarship.

Applicants who have breached the above policies or are currently registered in the InSPIRE program are ineligible for a scholarship.

12. Interpretation of the terms and conditions and correspondence

12.1. The scholarship terms and conditions are as stated herein and MIT will not accept any inferred interpretation not contained herein.

12.2. For fair administration of the Scholarships, communication between the scholarship applicants and MIT must be in writing and addressed to the Chair, Scholarship Committee.

12.3. Communication that is conducted through channels other than those stated in item 11.2 above shall be deemed as invalid and will not be considered.

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13. Scholarship committee members

Chair –

Group General Manager

Members –

Head of School Business,

Head of School Information Technology & Engineering

Executive Dean.

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Schedule MIT Academic Achievements Scholarships

The purpose of this schedule is to ensure a fair, transparent, and merit-based process for awarding financial scholarships to deserving students.

1. Review of written statements in case of applicants with ranked scores that are tied.

Where weighted average marks scores are the same and there are insufficient scholarships available, the Scholarship Committee will review written submissions and determine allocation on merit.

The Scholarship committee members will discuss applicants who have tied rankings and determine based on merit.

2. Scoring/Ranking of applicants

Applicant's weighted scores will be calculated using the formula below

Average Marks over two trimesters x 1.5 + Attendance x 0.5 = Total Weighted Score.

Applicants from highest to lowest weighted scores will be ranked from 1-N with the top five being awarded scholarships.

3. Where there are students with tied weighted scores.

If there are a number of students whose ranking scores are tied then the committee must review the written statements using the following criteria:

- a) Students show a commitment to their studies through their academic and non academic activities at MIT
- b) Career aspiration is clearly stated
- c) No grammatical or spelling errors
- d) Is within the acceptable word limit.

4. Allocation of Scholarships

Heads of Schools may choose to gift excess scholarships to the other School if the number of candidates are in excess of the five new scholarships allocated to each school.

This excludes students who are carrying their scholarship over.

Heads of Schools may not carry over the allocated scholarships to the next trimester.

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Table 1: Example of the ranking system based on one school

			Column C	D	Column E	F	Column G	Ranking order		
Applicant #	Marks T1 sum of all marks *	Marks T2 sum of all marks	Average Score = Column A + Column B/n units	Weighting = Average Score X 1.5)	Average Attendance last trimester	Ranking Column X 0.5	TOTAL Weighted Score =D + F	Rank from highest to lowest	Statement review required	Scholarship awarded
1	329	336	83.13	124.70	92.8	46.4	171.10	1	No	Y
2	289	237	82.66	123.99	87.0	43.5	167.49	4	No	Y
3	289	237	82.66	123.99	86.00	43.0	166.99			
4	319	325	80.5	120.75	92.5	46.25	167.00			
5	318	323	80.13	120.20	92.8	46.40	166.00			
6	317	336	81.63	122.45	90	45.00	167.45			
7	330	323	81.63	122.45	90	45.00	167.45			
8^	224	249	78.83	118.25	100.00	50.00	168.25	Excluded from	No	Scholarship

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								ranking process		maintained
9	319	321	80	120	100.00	50.00	170.00	2=	No	Y
10	319	321	80	120	100.00	50.00	170.00	2=	No	Y
11	287	239	82.66	123.99	86.00	43.00	166.99			
12	329	336	83.13	124.70	60.00	30.00	154.47			
13	330	320	81.25		82.31	41.15	163.03			

* Sum of all scores Regardless of number of units completed each trimester.

^ Applicant #8 is currently receiving a scholarship and meets the criteria required to maintain their scholarship and is excluded from ranking process.

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