

BSG TERMS AND CONDITIONS 2016

1. The Curtin Student Guild in association with the Curtin Scholarships office allocates money in the form of bookshop grants to eligible students (those on a low income). The grants can only be used at approved outlets to purchase essential course-related materials.
2. To be eligible to apply, you must be an undergraduate student and currently enrolled in a minimum of 50 credits. You will need to attach a current copy of your enrolment.
3. Further eligibility requires that you be able to answer YES to one of the following questions:
 - *Do you receive or are in process of gaining a means tested Centrelink payment?*
 - *Do you possess a Commonwealth Centrelink Concession Card?*
 - *Do you live with your parent(s) AND one of your parents is in receipt of a means tested Centrelink allowance OR your parents combined income is below \$45,000 pa?*
 - *Do you receive an income less than the maximum threshold indicated below:*
 - *Single: \$1,181 per fortnight*
 - *Couple: \$1,681 per fortnight*
 - *Single with children: \$1,908 per fortnight*
 - *Couple with children: \$1,753 per fortnight*

IF you DO NOT answer yes to one of the above questions, then you are ineligible to apply for a Bookshop Grant.

4. The Bookshop Grant Scheme runs every semester and is open for applications in mid-February and mid-June. Applications to the scheme must be made on the prescribed form. These forms are available from the Guild website, Guild reception, the Co-op Bookshop and the Curtin Scholarships website.
5. To complete an application form correctly means you must provide all information relevant to your financial circumstances. You will need to describe, explain and substantiate your living situation; provide documented proof of all your income.

The sections relevant to you MUST be completely filled in and have the accompanying evidence attached. Incomplete, illegible, or incorrectly completed applications cannot be considered.

6. Applications close 4pm sharp on the advertised closing date (usually end of week one). **Applications received after this time will not be processed under any circumstances.**

7. If the number of applications for Grants exceeds the funds available in any given semester, then all complete applications will be comparatively ranked, according to financial hardship, based on the information supplied.
8. The results of the Bookshop Grant Scheme will be made available on the Wednesday of Week Two, both semesters. The student number of all successful applications will be placed alphabetically in the Guild Reception window and on the Guild website.
9. It is the student's responsibility to find out if they have received a grant and to pick it up from Guild Reception, Building 106F.
10. If you are enrolled externally and plan to receive your books by post, you will need to indicate this clearly by ticking the appropriate box on the front of the application form.
11. The grants can only be spent on essential text books and/or course-related materials at approved outlets.
12. The grant cannot be used retrospectively; to pay for books that have already been bought.
13. Please look after your grant. They are unique and are not transferrable. Lost grants will not be re-issued.