

TERMS & CONDITIONS for the Paediatric Rheumatology Advanced Training Scholarship

These terms and conditions apply to each and every application for a Scholarship and this document sets out the key terms and conditions upon which Arthritis Australia/The Australian Paediatric Rheumatology Group/Zoe's Angels Inc. provide the Scholarship to the Recipient

Preamble

Arthritis Australia (AA) and The Australian Paediatric Rheumatology Group (APRG) are offering a two (2) year scholarship to support a paediatrician or paediatric trainee interested in training in paediatric rheumatology with a view to practising in the specialty in Australia.

The scholarship will be paid within a three (3) year time frame allowing for time differences between local and overseas training. Training will be undertaken at Royal Australasian College of Physicians prospectively accredited paediatric rheumatology advanced training sites. The Scholarship will only provide salary support for twenty four (24) months of the three (3) years the funds will be available.

Funds will be paid to the training site (i.e. employer) of the Scholarship recipient. The Scholarship will be equivalent to the salary and on-costs of the position to which they are appointed, to a maximum of A\$120,000 (including currency conversion costs if relevant) per year of training. The scholarship recipient will be required to apply for and negotiate their appointments within training sites themselves as AA/APRG will not be responsible for securing appointments.

Within five (5) years of completing their training, the paediatric rheumatologist supported by the Scholarship will be expected to return to Australia (or a specific agreed location within Australia) and practice in the specialty. If this does not occur, the Scholarship recipient will be required to pay an amount equal to the scholarship funding to AA/APRG/Zoe's Angels Inc.

Selection of recipients for the Scholarship will occur through a centralised process managed by AA/APRG.

The conferral of a Scholarship is subject to the recipient entering into a Scholarship Agreement with Arthritis Australia which will set out the terms and conditions, including the return to work requirements, in detail. A copy of this Scholarship Agreement is available to trainees considering applying for the Scholarship upon request.

1. Applications

- 1.1 Applications for any Scholarship must be made to AA/APRG:
 - a. in writing or online using the approved application form (downloadable from www.arthritisaustralia.com.au); and
 - b. addressing how the applicant meets each of the eligibility criteria for the Scholarship, or why a certain eligibility criteria should not apply.
- 1.2 Only applicants who are residents or citizens of Australia will be considered.
- 1.3 Applications must be submitted by the closing date and time advised by AA/APRG.

2. Assessment

- 2.1 AA/APRG/Zoe's Angels Inc assesses and grants the Scholarship at their sole discretion.
- 2.2 The panel considering applications may include representatives from organisations that have committed funding for the purposes of the Scholarship.
- 2.3 The Scholarship will be assessed on the merit of the application and the information in it.
- 2.4 AA/APRG/Zoe's Angels Inc may, at their sole discretion, reject any application at any time during the assessment process for any reason, including but not limited to:
 - a. the application is not competitive;
 - b. the application is incomplete or misleading;
 - c. the application contains incorrect information; or
 - d. the application does not comply with eligibility criteria for that Scholarship.

3. All decisions are final

- 3.1 All decisions in relation to any aspect of the Scholarship or these terms and conditions are made at the sole discretion of AA/APRG/Zoe's Angels Inc, and are final.
- 3.2 Correspondence will not be entered into.
- 3.3 Decisions made in relation to any aspect of the Scholarship or these terms and conditions are not subject to reconsideration, review, or appeal.

4. No Obligation

AA/APRG is under no obligation to offer any Scholarship and may determine not to award the Scholarship to any of the applicants for any reason at their sole discretion.

5. Amendments and Deferrals

- 5.1 Any request to amend the terms or conditions of the Scholarship, including any request to defer the Scholarship, must be made:
 - a. in writing to AA/APRG;
 - b. setting out the reasons for the request; and
 - c. supported by substantive documentation.
- 5.2 Any such request will be considered by AA/APRG on a case by case basis and will be determined by AA/APRG at their sole discretion.

6. Acceptance and taking up of a Scholarship

- 6.1 To take up a Scholarship, a recipient must, in writing;
 - a. agree to comply with these terms and conditions by signing a copy of them, and returning them to AA/APRG;
 - b. sign the Scholarship Agreement provided by AA/APRG;
 - c. provide AA/APRG with the signed payment form provided giving confirmation by an officer of the institution nominated in their application that:
 - i. the recipient has been accepted by the institution;
 - ii. that the institution agrees to provide an invoice for the relevant amount and to administer the funds; and
 - iii. the institution has been provided with a copy of the Terms and Conditions of the Scholarship and the Scholarship Agreement.
- 6.2 The Scholarship must be taken up:
 - a. within twelve (12) months of its award, with the twenty four (24) months of salary support completed within thirty six (36) months of the Scholarship being first paid;
 - b. working in and with the institution or institutions nominated in the relevant application; and
 - c. for the purpose specified in the Scholarship.
- 6.3 Any change to the program of training, including budget variations, must be submitted immediately for approval by AA/APRG in accordance with clause 5.

7. Travel

- 7.1 The Recipient of the Scholarship may not use their funds for the purposes of travel.

8. Payment

- 8.1 Before any payment of Scholarship funding is made by AA/APRG, and at least one month before the date of the commencement of their training position, recipients must provide AA/APRG with all documentation it requires.
- 8.2 Awards will be paid directly to the institution nominated as the training site and employer of the Scholarship recipient.
- 8.3 Payments will be not be made more than one month prior to the advised start date of fellowship unless otherwise agreed by AA/APRG in writing.
- 8.4 Payment processing by AA/APRG may take up to four (4) weeks from receipt of invoice.
- 8.5 It is the responsibility of the recipient of the Scholarship to seek their own advice on tax matters, and no tax advice can or will be provided by AA/APRG.

9. Joint Funding

- 9.1 Recipients of a Scholarship may accept additional funding from other institutions without losing the Scholarship support provided that:
 - a. the sum of any additional funding equals no more than \$30,000AUS per annum in a year that the Scholarship funding is being provided to the institution for the training position undertaken by the recipient; and
 - b. AA/APRG has provided its written consent.

- 9.2 Prior to applying for additional funding, or if that is not practical, as soon as possible after an award for additional funding is made, the recipient of the Scholarship must write to AA/APRG:
- a. setting out the reasons for the request and details of the additional funding; and
 - b. provide supporting documentation about the funding.
- 9.3 The recipient must acknowledge the Scholarship from AA/APRG as a funding source in any application for additional funding.
- 9.4 An application for approval of additional funding while retaining the Scholarship support will be determined by AA/APRG at its sole discretion. The decision of AA/APRG is final and is not subject to reconsideration, review or appeal.

10. Donor Funded Scholarship

Because the Scholarship is funded by donations promised by a third party, either in part or in full, AA/APRG is under no obligation to make the award if the donation is not provided as promised.

11. Acknowledgment of the Scholarship

- 11.1 Any presentations and/or publications arising from work conducted during the term of the Scholarship must acknowledge that the work was carried out during the tenure of the Scholarship and acknowledge AA/APRG (and any other entity notified by AA/APRG) as the key funding source or contributing funding source in any such presentation or publication.
- 11.2 A reprint of any such presentation or publication must be provided to the AA/APRG for their records.

12. Revocation of the Scholarship

- 12.1 A Scholarship will be revoked by AA/APRG/Zoe's Angels Inc. if the recipient of the Scholarship, in the opinion of AA/APRG/Zoe's Angels Inc. :
- a. fails to fulfil the purpose of the Scholarship;
 - b. does not comply with all terms and conditions of the Scholarship set out in the Scholarship Agreement or with these terms and conditions;
 - c. fails to meet the eligibility criteria for the Scholarship;
 - d. does work not related to the Scholarship on a full or part-time basis, unless AA/APRG/Zoe's Angels Inc has approved that part-time work in writing;
 - e. fails to make satisfactory progress or to carry out the work related to the Scholarship with competence and diligence;

RACP supervisors' reports, and other documentation from nominated training supervisors must be satisfactory according to assessment by AA/APRG after the first year of support before the second year of funding will be released.

- f. is guilty of serious misconduct, including providing inaccurate or misleading information in their application;
- g. upon the recipient's death, incapacity, resignation or withdrawal from the institution nominated in the recipient's application; or
- h. failure to return to Australia (or in the case of some Scholarships, the specific geographic region of Australia) and comply with the return to service requirements set out in the Scholarship Agreement within five (5) years of completion of the Scholarship.

THEN AA/APRG/Zoe's Angels Inc., at their sole discretion, will require that the recipient repay the amount of the Scholarship to AA/APRG/Zoe's Angels Inc.

- 12.2 The Scholarship may be revoked at any time upon three months' notice given by AA/APRG/Zoe's Angels Inc to the recipient.

13. Correspondence

All correspondence regarding application and outcome are to be directed to the CEO of Arthritis Australia, PO Box 550 Broadway NSW 2007 or info@arthritisaustralia.com.au

14. Privacy

- 14.1 The recipient agrees to the publication on the AA/APRG website (and any other website specified in the Agreement) of their name and the location in which they will undertake their

advanced training as well as details of any research projects planned to be undertaken during that time.

15. Obligations of the Recipient

The Recipient must:

- 15.1 Upon acceptance of the Scholarship provide a letter of gratitude to AA/APRG/Zoe's Angels Inc. and any other key contributor to the Scholarship;
- 15.2 Upon completion of the Scholarship, provide a letter to AA/APRG/Zoe's Angels Inc. providing details explaining how the Scholarship has assisted the recipient's project or program of study;
- 15.3 Submit written progress reports to AA/APRG/Zoe's Angels Inc. in accordance with the requirements set out in the Scholarship Agreement;
- 15.4 Respond promptly (within 28 days) and completely to any survey by AA/APRG/Zoe's Angels Inc. for up to five (5) years after the Approved Placement is complete;
- 15.5 Co-operate in activities organised by AA/APRG/Zoe's Angels Inc to publicise the Scholarship; and
- 15.6 Not derogate or criticise the Scholarship or AA/APRG/Zoe's Angels Inc. at any time, in public or otherwise.

16. Governing Law

This Agreement is governed by the Laws of New South Wales and each party irrevocably submits to the jurisdiction of the courts exercising jurisdiction in that State.