

## Mental Health Scholarship Scheme – Terms and conditions

1. All applicants are required to demonstrate how they meet criteria to apply, including meeting eligibility criteria and addressing assessment criteria in their application.
2. Applications should be of high quality and work that is clearly a personal reflection, not copied from other sources.
3. All applications must be submitted by the annual deadline, as specified on the MHSS website.
4. Scholarships are awarded to Queensland Health clinical staff working closely with people accessing mental health, alcohol and other drugs services who:
  - a. are permanent or temporary Queensland Health allied health and nursing clinicians currently working closely with people accessing mental health, alcohol and other drugs service
  - b. maintain the above employment status within Queensland Health during the period of the scholarship
  - c. are citizens of Australia or New Zealand\* (\*New Zealand citizens living in Australia under the Special Category Visa [sub class 444])
  - d. have permanent residency in Australia
  - e. are completing formal tertiary post-graduate study in advanced mental health clinical practice
  - f. are able to meet the higher education provider admission requirements of the proposed post-graduate course
  - g. are studying a qualification at a higher education provider registered by Tertiary Education Quality and Standards Agency (TEQSA). (This includes public and private universities, Australian branches of overseas universities, and other higher education providers).
5. The term 'scholarship period' applies to the following timeframes:
  - a. Mental health Scholarships are awarded for post-graduate study completed in the calendar year as identified on the webpage, described in the application form and agreement for the active scholarship period. I.e. When the application period opens in October, prospective recipients are applying based on their intention to study (and complete that study) in the **following** calendar year (between 1 January to 31 December).
  - b. Scholarships will not be retrospective e.g. study completed in previous calendar years.
  - c. Where study takes longer than one year to complete, applicants must re-apply for the subsequent year/s of study.
  - d. All claims for each academic period (i.e. semester, trimester, term etc) must be finalised within 60 days of successful completion (passing grade) of the unit/subject, i.e. 60 days from results being issued. Claims submitted outside of this timeframe will not be processed.
  - e. Where results are issued late (outside the identified calendar year) but completion of study within the approved period can be evidenced by the applicant, the approved claim can still be made (60 day claim timeframe applies).
  - f. Note: If the higher education provider has approved deferral (delay) of the sitting or submission of an assessment to outside the identified calendar year, the recipient can apply to the panel for an exemption as the study has not been completed within the approved timeframe. Documentation from the higher education provider confirming the approved extension period is required to support this exemption request. If documentation is not

available to support the request, reapplying for a scholarship the following year applies in this situation.

6. The scholarship will be terminated if the recipient ceases to be employed by Queensland Health during the term of the scholarship, or their role no longer adheres to condition 4/4a above.
7. Recipients must not be in receipt of reimbursement (including other scholarship) from any other source (including SARAS).
8. Written advice on the outcome of applications is provided to successful applicants.
9. If successful, recipients must return a signed copy of the acceptance of terms and conditions of the scholarship to the MHSS Coordinator by the date specified in the correspondence provided. Failure to return the signed acceptance document by the deadline will result in the scholarship being offered to the next meritorious person on the reserve list.
10. Availability of the nominated course, units of study and length of study for the scholarship period has been pre-considered and confirmed by the applicant even where formal enrolment has not yet been actioned.
11. Once recipients have formally enrolled at a higher education provider and have been accepted into the nominated course of study, a copy of enrolment confirmation must be submitted which details the name of the course and units/subjects to be studied, to the MHSS Coordinator by the date specified in correspondence.
  - a. While recipients may change the units/subjects enrolled in from those detailed in the application, increases to enrolment load (i.e. more subjects than identified in the application) will not alter the original scholarship offer which is limited to the specific number of subjects identified in the application.
  - b. Recipients wishing to change the course of study from the original application must write to the Panel detailing the proposed changes and requesting approval for the scholarship to be applied to the new course. The Panel is under no obligation to offer the scholarship to study that differs from that detailed in the original application.
12. The scholarship value is for **tuition fees only**, other costs such as administration fees and textbooks are not included.
13. Recipients who have withdrawn from the scholarship scheme may re-apply for a scholarship at a later stage without disadvantage.
14. Recipients agree to participate in any evaluation activities regarding the effectiveness or outcomes of the scholarship scheme.
15. Study results provided will be kept confidential.
16. All recipients are required to **immediately** notify the MHSS Coordinator in **writing** to [mhscholarships@health.qld.gov.au](mailto:mhscholarships@health.qld.gov.au) of any change of circumstance including:
  - a. no longer being employed by Queensland Health
  - b. upon withdrawing from the postgraduate study course
  - c. non-completion of a unit/subject (includes deferring of assessments)
  - d. failure to pass a unit/subject
  - e. upon a change in employment status (e.g. a new role, no longer in a role working closely with consumers)
  - f. upon acceptance of another scholarship
  - g. any other circumstance which may affect eligibility to receive/continue with the scholarship.

17. The **Mental Health Scholarship reimbursement is taxable as a fringe benefit item (FBT)**. Please refer to the Australian Taxation Office (ATO) scholarship decision tool to determine any FBT implications <https://www.ato.gov.au/Calculators-and-tools/Is-my-scholarship-taxable/>

We encourage applicants to contact salary sacrifice providers for advice before applying for this scholarship. Funds received for the MHSS may impact the amount that can be claimed under the salary sacrifice cap to avoid incurring an FBT liability.

18. Recipients shall comply with all stipulations of the scholarship as outlined above in the Terms and Conditions or in direction provided by the MHSS Coordinator, panel member or alternate Learning Centre Scholarship delegate.

**Contact information:**

Mental Health Scholarship Coordinator  
Queensland Centre for Mental Health Learning  
Locked Bag 500 Archerfield QLD 4108  
[mhscholarships@health.qld.gov.au](mailto:mhscholarships@health.qld.gov.au)

<https://www.health.qld.gov.au/qcmhl/mhscho>

