



## Mental Health Scholarship Scheme [Post graduate]

### 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** registered nurses and allied health clinicians working closely with people accessing mental health, alcohol and other drugs services who:
  - a. are employed on a permanent or temporary basis
  - b. maintain the employment status in 4 and 4(a) for the duration of the scholarship period
  - c. are an Australian citizen; or
  - d. have permanent residency in Australia; or
  - e. hold one of these visa classifications: 155, 157, 175, 189, 190, 191, 192, 202, 407, 444, 457, 485; and
  - f. are completing formal tertiary post graduate study in advanced mental health clinical practice;
  - g. are able to meet the higher education provider admission requirements of the proposed post graduate course;
  - h. 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. That is, when the application period opens in September, 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 are not eligible.
  - 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 received more than 12 months after issuant date of results will not be accepted.
  - 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. Recipients must not be in receipt of reimbursement (including other scholarship) from any other source (including SARAS).
7. Written advice on the outcome of applications is provided to successful applicants.
8. 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.
9. Availability of the nominated course, units of study and length of study for the scholarship period should be pre-considered and confirmed by the applicant even where formal enrolment has not yet been actioned.
10. 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 units/subjects identified in the application.
11. Recipients wishing to change the program/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 program/course of study. The Panel is under no obligation to offer the scholarship to study that differs from that detailed in the original application.
12. To be eligible to claim your reimbursement for the course identified in your application you are required to pay or defer to HECS-HELP, FEE-HELP, the tuition fees, complete and pass the subject/s and provide documentation to support this.
13. The scholarship value is for **tuition fees only**, other costs such as administration fees and textbooks are not included.
14. Recipients who have withdrawn from the scholarship scheme may re-apply for a scholarship at a later stage without disadvantage.
15. Recipients agree to participate in any evaluation activities regarding the effectiveness or outcomes of the scholarship scheme.
16. Study results provided will be kept confidential.
17. Personal information is collected by the Learning Centre in order to process and manage applications. We use your personal information to rank applications in accordance with the assessment criteria. Personal information is handled in accordance with the Information Privacy Act 2009 and will only be accessed by authorised personnel. Personal information will not be given to any person or agency unless consent has been obtained or where required or permitted by law. Individuals may request access to their personal information by submitting a request in writing to the Scholarship Coordinator at the Queensland Centre for Mental Health Learning. For information about how health agencies protect your personal information please visit <http://www.health.qld.gov.au/global/privacy>

18. 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 relevant change of circumstance including:
- no longer being employed by Queensland Health
  - upon withdrawing from the postgraduate study course
  - non-completion of a unit/subject (includes deferring of assessments)
  - failure to pass a unit/subject
  - upon a change in employment status (e.g. no longer in a role working closely with people accessing mental health, alcohol and other drugs services)
  - upon acceptance of another scholarship
  - any other circumstance which may affect eligibility to receive/continue with the scholarship.
19. 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 all stipulated conditions.
20. **It is important that you understand** the mental health scholarship reimbursement is a fringe benefit and may be subject to Fringe Benefits Tax (FBT). Please refer to the Queensland Health finance practise statement [Self-education and FBT \(health.qld.gov.au\)](#)
- Please also refer to the Australian Taxation Office (ATO) scholarship decision tool to determine any personal taxation implications [Is my scholarship taxable? | Australian Taxation Office \(ato.gov.au\)](#) or seek independent financial advice from your accountant or financial advisor.
21. Recipients shall comply with all stipulations of the scholarship as outlined 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>