MORETON BAY BOYS' COLLEGE

Scholarships and Bursaries Policy

Policy ID	**Applies To**	Prospective students applying for Years 5 and 7–11; scholarship and bursary recipients

1. PURPOSE AND SCOPE

Purpose

The purpose of this policy is to set out the College's approach to offering, assessing, awarding, administering, reviewing and withdrawing scholarships and bursaries.

Scope

This policy applies to prospective students applying for entry into Years 5 and 7–11, scholarship and bursary recipients, their parents/caregivers, and College staff involved in administering or reviewing scholarships and bursaries. A current student may be invited to apply solely at the Principal's discretion.

2. POLICY STATEMENT

Moreton Bay Boys' College offers scholarships to students who demonstrate intellectual curiosity, high aspirations and excellence, and bursaries to prospective students who would otherwise be unable to attend the College without financial support. Scholarships and bursaries are awarded at the discretion of the College in accordance with the eligibility, application, selection and ongoing conditions set out in this policy.

3. ROLES & RESPONSIBILITIES

Role	*Responsibility*
Principal	Has overall responsibility for scholarships and bursaries; chairs the Scholarship Committee; may invite a current student's family to apply; and has discretion to grant or withdraw scholarships and bursaries.
Enrolments	Manages scholarships and bursaries; reviews applications for completeness and eligibility; and develops, maintains and publishes procedures that give effect to this policy.
Head of Secondary	Administers scholarship examinations.
Director Business Operations	Ensures the policy is effective and monitors and reviews related procedures.
Scholarship Committee	Reviews completed applications and assessment results, shortlists applicants, conducts interviews, and decides whether to offer a scholarship or bursary and its value.

4. PROCEDURE

Scholarship Categories

Students who have high aspirations and can demonstrate intellectual curiosity and excellence are encouraged to apply. The College scholarship opportunities span various categories as follows:

Intellectual/Academic Excellence: for students who have demonstrated sustained excellent overall academic results across all subject areas during the previous two years, with emphasis on their most recent school performance. Applicants must sit the Allwell Academic Scholarship Test.

Creative & Physical Excellence: for students who demonstrate repeated achievement or excellence in an extra-curricular competition endorsed by a recognised body, including Sport, Music or the Performing Arts, during the previous two years.

Bursaries

The **Jennifer Haynes Memorial Bursary** named in honour of Jennifer Haynes, Principal of Moreton Bay College from 2006 to 2011 and then Executive Principal of the amalgamated Colleges until 2014. This bursary is available to students who would not otherwise have the opportunity to attend Moreton Bay Boys' College. Bursary applicants must provide financial information.

Eligibility

Prospective students are eligible to apply for a scholarship or bursary throughout the year for entry into Years 5 and 7 – 11. Applications for scholarship or bursary should be submitted in the year prior to the preferred entry/commencement year. To be considered for a scholarship or bursary at Moreton Bay Boys' College an applicant must:

- Apply for, fulfil the entry criteria, and submit an application for enrolment to the College for Years 5 and 7 – 11.
- Pay the enrolment application fee and complete the enrolment application form (prospective students only).
- Register and pay for the Allwell Academic Scholarship Test (Academic Scholarship applicants only).

Application Process

The applicant's family is required to provide the following documentation:

- Scholarship/Bursary application form
- A covering letter outlining the reasons for applying for a scholarship
- Copies of two most recent school reports
- Copies of the student's NAPLAN results
- Resume of abilities, including detailed records of student involvement and achievement in their area/s of excellence. This would include qualified performance, level, placement at competitions, State, National and/or International representation. It may also include documentation to

demonstrate the student's service to the community or leadership position at their current school.

- A letter of support from a referee which may be a coach, teacher or tutor who endorses the applicant's diligence, ability and the scholarship application.
- Scholarship applications for students who excel in Music or the Arts will be required to submit a recording/portfolio of their work and/or may be required to attend an audition.
- Bursary applicants will be required to provide financial information. Applications must be submitted online using the Enrolment Application form.

Applications will not be accepted unless all the required information and documentation is provided.

Assessment and Decision

Applications will be reviewed by the Enrolments Office. Only fully completed applications meeting the scholarship/bursary criteria will be considered for review.

Completed applications, including assessment results, will be submitted to the Scholarship Committee. The Scholarship Committee will review the strength of each application against a set of criteria. Shortlisted applicants will be invited to attend an interview with the Scholarship Committee.

The Scholarship Committee for Moreton Bay Boys' College will comprise the Principal (Chair), Gifted and Talented Coordinator and either the Head of Primary and/or Head of Secondary depending upon the application. In addition, the Committee will refer to the Deputy Heads of Primary or Secondary or the Head of Co-curricular Sport and Head of Co-curricular Music as appropriate. The Scholarship Committee will make the decision as to whether to offer a scholarship or bursary along with the value of the scholarship.

Occasionally, staff members at Moreton Bay Boys' College may observe a current student who demonstrates excellence in a certain field. Solely at the discretion of the Principal, the student's family may be offered the opportunity to apply for a scholarship.

No further correspondence will be entered into about the process or the outcome of unsuccessful applications.

Fees and Charges

Prospective students will be required to pay the College enrolment application and enrolment confirmation fee. There is no scholarship application fee required to submit a scholarship or bursary application. Parent/Caregiver pays the Allwell Scholarship Testing fee to Allwell directly when registering.

Value of the Scholarship

A scholarship is awarded to a maximum of 50 percent discount of the tuition fees. The value of the scholarship awarded is at the discretion of the Scholarship Committee and is not negotiable.

Scholarship and Bursary Conditions

Scholarship and bursary recipients must:

- Have and maintain an excellent record of behaviour and conduct.
- Have and maintain a consistent level of academic achievement (for Co-Curricular Excellence Scholarships) and an outstanding level of academic performance (for Academic Excellence Scholarships).
- Represent the College in the co-curricular activity for which the scholarship was awarded (for Co-Curricular Excellence Scholarships).
- Respect themselves and others.
- Live the College values of care, character, engagement and teamwork.
- Abide by the expectations contained in the Positive Behaviour Policy.
- Demonstrate resilience, determination, and adaptability.
- Be willing to positively contribute to the co-curricular and service life of the College community and pursue opportunities which are presented to them.
- Possess and demonstrate ambition and motivation to achieve their goals.
- Comply with the College's Positive Behaviour Policy and comply with the Colleges' expectations in terms of attitude, behaviour, uniform and digital citizenship.
- Families must pay the balance of any account by the due date. Failure to do so may result in a scholarship or bursary being withdrawn immediately.

Withdrawal of scholarship/bursary

The Colleges reserve the right to withdraw (revoke) a scholarship/bursary or reduce the value of the scholarship in the following cases:

- At any time should the College determine that the application included any false information or statements or omitted information pertinent to a student's education and family situation.
- If the recipient fails to meet the required expectations of the scholarship/bursary or noticeably fails to keep up with the level of their capability.
- If the recipient, or their parent/caregiver, fails to comply with the College's Positive Behaviour Policy and live the College values.
- If the recipient fails to be a role model for their peers and does not demonstrate a high level of commitment to their studies.

In any of the instances above, the scholarship/bursary may be revoked without any prior written notification.

Other Conditions

Scholarship/Bursary eligibility does not automatically mean that a scholarship will be offered.

- Scholarships are awarded on the basis of merit following a comprehensive assessment process, which may include application review, shortlisting, interview, and consideration by the Scholarship Review Panel. Scholarship offers are made subject to the availability of places and funding for the relevant academic year. Where multiple applicants are assessed as meeting the required standard, the timing of a completed application may be considered in the allocation of remaining scholarship vacancies.
- Scholarships are a percentage discount of tuition fees only. Application and enrolment fees and other fees and charges such as uniforms, camps, stationery and capital levies are the responsibility of the parent/caregiver.
- Fees and Charges are subject to change and may be adjusted by the College at any time.
- Siblings of a scholarship/bursary recipient at both Colleges are entitled to the relevant sibling discount.
- The Colleges have excellent pastoral care, counselling, learning support and learning enhancement programs and resources in place to assist students to reach their potential. Withdrawal of a scholarship/bursary is not executed without due consideration of any mitigating circumstances, for example injury or ill health.
- In circumstances where a family withdraws the student from the College for reasons other than ill health, employment transfer, interstate or overseas relocation or other extenuating circumstances as negotiated with the Principal, the family will be required to repay the financial benefit of the scholarship percentage received from commencement to the conclusion of the student's enrolment. The fee for insufficient notice may also be imposed if a family does not honour the notice period. Families should communicate their intentions as soon as possible with the College.
- A review of the scholarship/bursary will be conducted annually by the Scholarship Committee. Should any concerns arise, the College will contact the parents/ caregivers. A follow-up interview may be arranged with the scholarship/bursary holder and parents/caregivers.
- All scholarships and bursaries are granted or withdrawn at the discretion of the Principal.
- No other discounts such as staff discounts will be provided to scholarship/bursary recipients.
- The College reserves the right to make changes to this policy at any time.

Promotion

With the recipient's approval, the College may disclose the names of recipients and invite them to participate in interviews to share their stories for marketing and philanthropic purposes.

5. SUPPORTING INFORMATION

Legislative References

- No legislative references are specified in the source policy.

Related Documents

- Positive Behaviour Policy
- Enrolment Application form
- Scholarship/Bursary application form

Definitions

Term	*Definition*
Intellectual/Academic Excellence Scholarship	A scholarship category for applicants who demonstrate sustained excellent overall academic results across all subject areas, with emphasis on recent school performance.
Creative & Physical Excellence Scholarship	A scholarship category for applicants who demonstrate repeated achievement or excellence in an endorsed extra-curricular competition or discipline (Music, Art or Sports).
Bursary	Financial support for a prospective student who would otherwise be unable to attend Moreton Bay Boys' College.

6. DOCUMENT CONTROL

The following accountabilities apply to this document:

Policy Owner	Principal
Policy Approver	Principal

The next review date for this policy is January 2028:

Last Approved	September 2026
Next Review	January 2028

The following revisions have been made to this document:

Version	*Date*	*Summary of Material Changes*
4.2	October 2026	Updated Promotions and Other Conditions.
4.1	September 2026	Updated to the new policy template. Clarified membership of the Scholarship Committee. Updated to reflect Creative and Physical domains of giftedness, rather than co-curricular. Updated to include Year 5 as a scholarship entry point. Updated some wording e.g. remission changed to discount Separated the Application Process and Assessment and Decision content into two sections to improve readability.

4.0	December 2025	Added Allwell Scholarship Testing requirement; removed reference to CEO/Executive Principal; changed ELT to CLT.
3.3	February 2025	Clarified membership of the Scholarship Committee.
3.2	November 2024	Updated to reflect the creation of a Scholarship Committee.
3.1	July 2024	Included provision to offer a scholarship to a current student.