#### **H B Higgins Scholarship**

\* indicates a required field

#### Introduction

Your details

The H B Higgins Scholarship is available for Honours, graduate coursework or research students undertaking advanced studies in poetry.

Before submitting this form, please refer to the eligibility and selection requirements. Click here to review the H B Higgins Scholarship webpage.

You will be asked to provide a proposal statement and supporting documentation outlining how you will utilise this scholarship.

You may also find <u>these guidelines helpful</u>, which also indicate the terms and conditions of Faculty of Arts Awards.

# Name \* First Name Last Name Student email address \* Must be an email address Must be an email address Must be an email address About your studies Student ID number \* Must be a number. Degree level \* Full course name \* Eligibility check

Please read the criteria below and confirm that you are eligible for this scholarship.

If you are not eligible you will not be able to continue completing this form.

To be eligible for this scholarship you must:

• be an Honours, graduate coursework or research student undertaking studies in poetry at the University of Melbourne.

#### Are you eligible for this scholarship? \*

- O Yes, I am an Honours, graduate coursework or research student undertaking studies in poetry.
- O No, I am not eligible.

#### **Project overview**

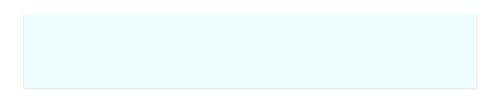
\* indicates a required field

#### Scholarship proposal

Provide a 300-500 word statement describing how you would use this scholarship and how it would positively impact your academic work. Make specific reference to the advanced poetry studies you will be undertaking if successful.

Must be between 300 and 500	words: *
Word count:	
Word Couric.	
Travel details, if relevant	
Travel destination	
Intended length of stay	
Data of donasticus (if Israella)	
Date of departure (if known)	
Must be a date.	
Must be a date.	
Date of return (if known)	
Must be a date.	

Provide details of your proposed travel itinerary.



#### Budget and scholarship amount requested

#### **Budget**

Provide details of your existing income and expenses in relation to your project.

If the question is not applicable just type a zero (0) in the \$ field.

The amount requested is automatically calculated based on your expenditure details minus your income details.

Income	\$ Provide brief details	Expenditure	\$ Provide brief details
School or Department financial contributions to assist the project	\$	Airfares	\$
Amount received from other scholarships for this project	\$	Other transport costs	\$
Personal Contribution	\$	Travel Insurance and Visa Fees	\$
	\$	Accommodation and living allowance costs at destination	\$
	\$	Conference registration, study fees, workshops, etc	\$
	\$	Tuition Fees	\$
	\$	Research expenses	\$
	\$	Additional expenses	\$

#### **Budget totals**

Total income amount	Total expenditure amount	Amount requested (expenditure minus		
\$	\$	income) \$		
This number/amount is calculated.	This number/amount is calculated.	This number/amount is calculated.		

Notes related to your income (optional)

Notes related to your expenditure (optional)

				Notes rela (optional)	ted to the amount requested
Suppo	rting docume	nts			
* indicate	es a required field				
Are you	applying for oth	er University of	Melbourne a	wards to	support this
<pre>project?</pre>	*		○ No		
If yes pl	ease list the awa	ards here:			
Acader	nic references				
Ensure yo	ou approach your i	referees early to g	give them time	to write a	a quality reference.
Name of	first academic r First Name	reference. * Last Name			
Position	*				
Relation	ship *				
Email *					
Must be a	n email address.				
	our first academ	ic reference. *			
Attach a	піе:				
Name of	second academ	ic reference			
Title	First Name	Last Name			

**Position** 

Relationship		
Email		
Must be an email address.		
Attach your second aca Attach a file:	demic reference.	
Current academic recor Attach a file:	d from the University of Me	elbourne. *
Academic transcripts of Attach a file:	f all tertiary education to d	ate. *
A statement of results can be	e downloaded from the student po	rtal free of charge
Any other information to making its decision.  Attach a file:	to support application that	may assist the committee in
Attach a me.		
Feedback, agreem	ent and privacy stater	nent
* indicates a required field		
Feedback		
Where did you hear abo  ☐ My lecturer/tutor	☐ Admissions officer/	□ Poster
<ul><li>☐ Google search</li><li>☐ Word of mouth</li></ul>	professional staff □ Student Portal □ Newsletter	<ul><li>☐ Social Media</li><li>☐ Other:</li></ul>
☐ The University of Melbourne Scholarship webpage		
Have you received a Un  ○ Yes	niversity of Melbourne awar	d this academic year? *

If yes please list the awards here:		

#### Agreement

By clicking "I declare" and submitting this application you confirm the following:

- I confirm that that the information which I have provided in this form is true, correct and complete.
- I agree that this is a binding declaration and that the Faculty or University may request information to verify this information.
- I will notify the Faculty of any changes to this information by contacting the Faculty of Arts Awards team via artsawards-info@unimelb.edu.au.
- I accept that if this application leads to an award, providing false, misleading or incomplete information may lead to forfeiting the award and associated funds.

#### Agreement \*

O I declare that the information which I have provided in this form is true, correct and complete.

Name *	
First Name	Last Name
Date *	
Must be a date	

#### Privacy statement

The information in this form is being collected by the Faculty of Arts at the University of Melbourne for the purpose of selection, administration and evaluation within the awards program.

You may access any personal information you have provided on this form by contacting artsawards-info@unimelb.edu.au.

The information you provide will be used by authorised University staff and contracted service providers for the purpose for which it was collected. It will not be transferred outside Australia unless to an entity operating under equivalent privacy obligations. We will not disclose your personal information to anybody else unless you have given consent, or we are authorised or required to do so by law.

Your information will also be used by the Faculty of Arts for statistical analysis, in support of the continuous improvement of the awards program. This includes quality assurance and planning purposes.

We will retain your personal information only for as long as required for the purpose it was collected and in accordance with our legislative obligations. This information is then securely destroyed in accordance with the <u>University's retention and disposal authority</u>.

The University of Melbourne is governed by the Privacy and Data Protection Act 2014 (Vic), the Health Records Act 2001 (Vic), and, to the extent that they apply to our activities, the

Privacy Act 1988 (Cth) and the EU General Data Protection Regulation 2016/679 (GDPR), when collecting and managing personal information.

You may request access to, or correction of, information we hold about you, or exercise rights of access, rectification, erasure and other rights under the GDPR, at any time. For further information about how the University manages personal information, including our privacy policy, and for details of how to make an enquiry or complaint or to contact the University's Privacy and Data Protection Officer, please visit our <a href="mailto:Privacy webpage">Privacy webpage</a> or contact <a href="mailto:privacy-officer@unimelb.edu.au">privacy-officer@unimelb.edu.au</a>.