Scholarships and Prizes Policy

Section 1 - Purpose and Scope

(1) This Policy:

a. outlines how The University of Queensland (UQ or the University) establishes and administers philanthropic and UQ-funded scholarships and prizes (awards) for undergraduate and postgraduate coursework students
b. provides a framework for UQ to provide support to students, reward achievement in accordance with the University's strategic priorities
c. is supported by the Scholarships and Prizes Procedure.

(2) This Policy and associated procedures apply to all staff, recipients, UQ controlled entities, affiliates and volunteers involved in these activities.

(3) This Policy does not apply to:

a. Funding for enrichment activities
b. Scholarships targeted at UQ graduates who may not be enrolled
c. Tuition Fee discounts, marketed as scholarships which are addressed in the Student Fees Policy and Shorter Form Credentials Admission, Enrolment, Fees and Assessment Procedure
d. Higher degree by research scholarships - the UQ and RTP Research Scholarships Policy and Procedure outlines terms, conditions and processes associated with the award and management of research scholarships.

(4) Awards established under this Policy should be referred to as either 'Scholarships' or 'Prizes' in accordance with the definition of 'award' in this Policy.

(5) In cases where an existing award (established prior to the implementation of this Policy) uses a different nomenclature (such as 'bursary' or 'grant'), these awards are to be managed as either a Scholarship or Prize under this Policy. The University will actively work to review, retitle and categorise existing awards to align with this Policy.

Section 2 - Principles and Key Requirements

Establishment of Awards

(6) UQ will establish awards that align with UQ's strategic priorities to attract, encourage, retain, reward and support students from diverse backgrounds, focusing on those who may not otherwise have access to or choose UQ.

(7) Awards will be established in accordance with the procedures and approved in accordance with the Schedule of Scholarship and Prizes Sub-delegations.

(8) Award development and administration will be governed by clearly defined roles and responsibilities.

(9) Awards will have a clear primary purpose and, in the case of scholarships may be categorised according to their intended purpose.

This document may be varied, withdrawn or replaced at any time. Printed copies, or part thereof, are regarded as uncontrolled and should not be relied upon as the current version. It is the responsibility of the individual reading this document to refer to The University of Queensland's Policy and Procedure Library for the latest version.

(10) Gift agreements should be designed to balance flexibility and donor intent, ensuring they are administrable and facilitate the effective and efficient distribution of funds.

(11) Scholarship rules specify the eligibility criteria and must align with donor intent and the terms of the gift agreement. These rules may be updated periodically to reflect the University's evolving strategic priorities while maintaining alignment with the original gift purpose.

Administration of awards

(12) Each award will be administered strictly in accordance with its set of rules.

(13) Awards will be securely funded for the duration of the award and in accordance with the Philanthropy and Fundraising Policy and Financial Governance Policy.

(14) UQ will establish and apply clear, consistent, and objective criteria to ensure that award selection processes are transparent, fair, and equitable.

(15) Award eligibility criteria and selection processes must be clearly communicated, easily accessible to applicants, and in plain English.

Section 3 - Roles, Responsibilities and Accountabilities

(16) The Vice-Chancellor and President is responsible for the overall strategy in relation to awards.

(17) The Deputy Vice-Chancellor (Academic) oversees the processes for the establishment and administration of awards and approves new and amended award rules.

(18) The Academic Registrar oversees Scholarships Office operations and approves new prize rules and amendments to award rules.

(19) Advancement and Community Engagement is responsible for securing philanthropic funding for awards and donor stewardship and reporting.

(20) The Scholarships Office, Academic Services Division, is responsible for administration of Awards.

Section 4 - Monitoring, Review and Assurance

(21) Application of this Policy will be monitored by the Academic Registrar. The Academic Registrar will also be responsible for the regular review of this Policy and its associated procedures.

(22) The Academic Registrar will monitor the outcomes of activities related to Awards and report to the Coursework Scholarships Advisory Committee.

(23) The rules for each Award will be published on the UQ Scholarships website.

Section 5 - Appendix

Definitions, Terms and Acronyms

Term	Definition
Award	is a generic term used to describe both Scholarships and Prizes funded either by philanthropic donations to UQ, or by UQ funds or through Federal, State and Local government funded initiatives (such as the Queensland Higher Education Participation and Partnerships Program). For this Policy, the term 'award' does not relate to a higher education award conferred by the University.
Affiliates	UQ accommodation providers.
Donor	means an individual or other legal entity that makes a gift to UQ in accordance with the Philanthropy and Fundraising Policy to support an award.
Prize	means a once-only monetary amount granted to a student to reward meritorious achievement based on specific academic or non-academic criteria. It does not require a condition of further study.
Recipient	means a person who has been made an offer for and has accepted an Award.
Scholarship	means a monetary amount awarded to a student to support the student's education. It can also include non-financial components to support employability and skills development.
Tuition Fee discounts	used internally at the University to describe discounted tuition fees marketed as scholarships.
UQ controlled entities	see the list of Controlled Entities

This document may be varied, withdrawn or replaced at any time. Printed copies, or part thereof, are regarded as uncontrolled and should not be relied upon as the current version. It is the responsibility of the individual reading this document to refer to The University of Queensland's Policy and Procedure Library for the latest version.

Status and Details

Status	Current
Effective Date	1st July 2025
Review Date	31st December 2026
Approval Authority	Vice-Chancellor and President
Approval Date	9th May 2025
Expiry Date	Not Applicable
Policy Owner	Kathryn Blyth Director, Academic Services Division and Academic Registrar
Enquiries Contact	Academic Services Division

This document may be varied, withdrawn or replaced at any time. Printed copies, or part thereof, are regarded as uncontrolled and should not be relied upon as the current version. It is the responsibility of the individual reading this document to refer to The University of Queensland's Policy and Procedure Library for the latest version.