

Symbion and Guild Aboriginal and Torres Strait Islander Student Scholarship Initiative

Terms and Conditions

This document outlines the application process and the terms and conditions of the Symbion and Guild Aboriginal and Torres Strait Islander Scholarship Initiative (**the Scholarship**) offered by the Pharmacy Guild of Australia ABN 84 519 669 143 (**the Guild**) in partnership with Symbion Pty Ltd ABN 25 000 875 034 (**Symbion**).

Successful applicants will be required to sign an individual Scholarship Agreement (**Agreement**). Applicants must meet all conditions as outlined in the Agreement.

By accepting the Scholarship offer, the successful applicant is agreeing to and accepting these Terms and Conditions and any other requirements and conditions, outlined in the Scholarship offer.

If you do not agree with these Terms and Conditions, please do not apply to be considered for, or accept, the Scholarship.

Scholarships will be awarded to the applicant selected by the Selection Panel (as detailed below) having met the Eligibility Criteria (see Section 1 – Eligibility).

1. Eligibility Criteria

To be eligible to apply for the Scholarship, applicants must be:

- an Australian citizen or Permanent Resident;
- of Aboriginal and/or Torres Strait Islander descent; and
- enrolled or accepted for enrolment as a full-time student in a Certificate III in Community Pharmacy at an Australian accredited education provider.

2. Application Process

Scholarship applications will be assessed on the Eligibility Criteria. Applicants who do not provide appropriate supporting documentation for the Eligibility Criteria will not be considered.

Applications must be submitted using the online Application Form by the date and time nominated by the Guild and by Symbion.

A shortlist of applicants will be decided by the Selection Panel by the end of May 2024 (subject to the number of applications received).

Shortlisted applicants will be notified that they have been shortlisted by the Guild via phone or email by 31 May 2024.

Shortlisted applicants may be interviewed by the Selection Panel via a Microsoft Teams video call at a suitable time before 30 June 2024.

The successful Scholarship applicants will be advised by 31 July 2024.

Applicants that are not awarded the Scholarship may request reasons why their application was not successful. A response will be issued to the applicant within 10 business days, detailing the reasons for the application not being successful.

3. Governance

All eligible applications will be reviewed by the Selection Panel which will include but not be limited to, representatives from Symbion and the Guild.

4. Right not to award

Recipients of the Scholarship will be selected based on their application and interview and the Guild decision will be final.

The Guild reserves the right to impose additional criteria and obligations when offering a Scholarship to potential recipients.

The Guild reserves the right not to award a Scholarship where, in the opinion of the Guild, applicants do not meet the Eligibility Criteria.

5. Accepting the Scholarship

The successful applicants will receive a scholarship offer comprising the details of the Scholarship (**Scholarship Offer**).

The successful applicants must respond to the Scholarship Offer via email confirming acceptance of the Scholarship Offer and send a signed copy of the Scholarship Offer within ten (10) Business Days of receiving the Scholarship Offer.

6. Scholarship Value and Payments

The **Pharmacy Assistant Scholarship** recipients will be awarded funds of \$5,000 split over 10 equal payments from February to November each calendar year of the recipient's Pharmacy Assistant Certificate III course.

Please note that it is the responsibility of the applicant to seek their own independent financial and taxation advice as to how the Scholarship payment may affect their financial position including any government related payments.

Scholarships are exempt from income tax under the Income Tax Assessment Act 1997. Group Certificates/PAYG Payment Summaries will not be issued.

Recipients will be reassessed for eligibility on an annual basis. Scholarship payments for the year will only commence once all required documents are received and ongoing eligibility is confirmed. At the start of each academic year, recipients may be required to provide proof of full-time course enrolment and updated academic transcripts of the Scholarship as evidence of attendance and course progression. The final monthly instalment of each academic year will only be paid once all required 'end of year' documents are received to the satisfaction of the Guild. This may include a report which reflects on the recipients' participation and experience in the Scholarship Initiative to be used by the Guild and Symbion across internal and external (where appropriate) communications channels, and to be shared with the Selection Panel.

If the Guild determines that a recipient no longer meets the eligibility criteria or scholarship condition at any time, the Scholarship (and future payments) may be suspended pending further investigation or terminated. In such cases, the Guild will be entitled to seek reimbursement of scholarship funds that have been paid to the recipient in respect of any period of ineligibility.

Any decision to suspend or terminate the scholarship will be at the absolute discretion of Symbion and the Guild.

7. Conditions and retaining your Scholarship

Scholarship recipients may be required to provide Symbion and the Guild with permission to use their image and name in relation to the Scholarship for promotional purposes across various communications channels, including but not limited to social media channels, website, publications and customer communications, internal communications network, provided that any use is in a culturally sensitive manner. A media release form will be provided with the Scholarship Offer and must be signed and returned when accepting the Scholarship.

Scholarship recipients will have the opportunity to mentor other recipients of the Scholarship if they choose to do so. Such mentoring opportunities are not a requirement of the Scholarship.

8. Scholarship Holder Responsibilities

The responsibilities of the scholarship holder are to:

- maintain active full-time enrolment in their course (without deferring any part of their studies).
- participate in the mentor program for the duration of the Scholarship.
- maintain quarterly communications with their allocated Mentor.

9. Deferring the Scholarship or Leave of Absence

The Scholarship cannot be deferred in the event of a course deferral.

Similarly, if the Scholarship recipient takes a leave of absence during the Scholarship period, they will not receive Scholarship payments whilst on leave.

10. Scholarship Termination

The Guild may, by giving written notice, immediately terminate the Scholarship if any of the following occurs:

- discontinuance from course or inactive enrolment.
- the Scholarship recipient is suspended or excluded for any reason by their academic institution.
- the recipient has provided any incorrect, false, or misleading information or withholds relevant information in relation to their Scholarship or their application.
- the recipient's conduct, which in the Guild's discretion, causes or may cause damage or disrepute to the reputation of Symbion, the Guild, TerryWhite Chemmart or the Australasian College of Pharmacy.
- if the recipient breaches these Terms and Conditions, does not meet the Eligibility Criteria or any other conditions imposed by the Guild.
- the recipient breaches any applicable law or regulation.

11. Consequences of Termination

If the Scholarship is terminated for any reason, the Scholarship recipient will not receive any further payments from the time of termination. In such cases, the Guild will be entitled to seek reimbursement of scholarship funds that have been paid to the recipient in respect of any period of ineligibility.

12. Indemnity

The recipient agrees to indemnify the Guild and Symbion and their employees and agents from any losses (including legal costs and expenses) arising from any claim or action against the Guild and Symbion resulting from:

- (a) the recipient's breach of any provision of these Terms & Conditions.
- (b) any wilful, unlawful, or negligent act or omission of the recipient in connection with these Terms & Conditions.

To the extent permitted by law, the Guild and Symbion shall not be liable to the recipient for any special, indirect, or consequential loss, loss of profits, use or goodwill or damage in respect of, arising out of or in connection with the acceptance of the Scholarship by the recipient and these Terms & Conditions.

The total liability of the Guild and Symbion to the recipient whether in contract, tort (including negligence) or otherwise, for any loss or damage which may be suffered or which may arise in respect of the acceptance of the Scholarship by the recipient and Terms & Conditions shall be limited to the total amount of the Scholarship.

13. Use and disclosure of your personal information

By submitting an application, applicants acknowledge that personal information provided to the Guild will be shared with Symbion. The Guild and Symbion will only use applicants' and recipients' personal information provided to the Guild for the following purposes:

- to assess your application and your eligibility for the Scholarship at any time.
- to administer the Scholarship, for example for promotional and media release purposes.
- to provide to pharmacies for the purposes of internships or recruitments.

- to register scholarship recipients for pharmacy conferences and/or events.

The Guild and Symbion take their privacy obligations seriously and are committed to managing applicants' personal information in an open and transparent way in accordance with the *Privacy Act 1988* (Cth). Further information about how the Guild and Symbion collect, use, and handle applicants' personal information can be found in our respective privacy policies. To access the Guild's privacy policy, click [here](#). To access Symbion's privacy policy please click [here](#). In the case of conflict between the privacy policies, the Guild's privacy policy will take precedence and override the terms of Symbion's privacy policy to the extent of any conflict.

The Guild and Symbion do not give your personal information to other organisations, government agencies, or anyone else without your informed consent unless one of the following exceptions applies:

- we believe you would reasonably expect, or have been told, that information of that kind is usually passed to those individuals, bodies, or agencies.
- the disclosure will prevent or lessen a serious and imminent threat to somebody's life or health.
- the disclosure is otherwise required or authorised by law.

You acknowledge that where we disclose your personal information to a third-party service provider, that third party service provider may in turn use or disclose your personal information as is authorised or required by law.

To request access, or to update, personal information held about you, you can contact the Guild at guild.nat@guild.org.au; and Symbion at privacy@symbion.com.au.