



UQPN Professional Development Scholarship Criteria, Terms and Conditions

1. Applicant Criteria

- 1.1 Applicant must be a financial member of UQPN at the advertised close date.
- 1.2 UQPN members at any HEW level may apply including past winners and UQPN Executive Committee members.

2. Course Criteria

- 2.1 Course must be able to be completed by 31 December of the scholarship year at the time of application.
- 2.2 Applicant's supervisor must acknowledge their support of the applicant undertaking the course
- 2.3 Programs aligned with the university's strategic goals and the applicant's professional development plan (current role or future aspirations) will be highly regarded.
- 2.4 Course cost is within the scope of the scholarship value.

3. Application Criteria and Terms

- 3.1 Applications to be submitted by advertised closing date via the application form on the UQPN Website (add hyperlink) or via email to uqpn@uq.edu.au.
- 3.2 Applications to include:
 - 3.2.1 We invite creativity in a written, visual (video) or audio submission (500 words or 5-10 minutes or less) providing justification for the scholarship. The submission should outline the applicants chosen course (i.e. what is the course and the course cost), the relevance to their current or future career objectives, alignment with development plans, alignment with UQ strategic goals, anticipated personal and professional impact the course will have.
 - 3.2.2 Details of the professional development course (including organisation name and course title).
 - 3.2.3 Total cost of the course, availability, and preferred dates.
 - 3.2.4 Acceptance of these scholarship criteria, terms & conditions.
- 3.3 Applicants should adhere to ethical practices, including any use of AI in their scholarship application.
- 3.4 Individual applications and the applicant's private data will not be shared publicly without the applicant's consent.
- 3.5 One application per applicant.

4. Scholarship Terms

- 4.1 The UQPN scholarship pool value is \$1,500 (may be subject to change), the prize may be shared between one or more network members to pursue professional development that aligns with the applicant's current role or future aspirations.



- 4.2 More than one applicant may be selected for a scholarship prize. In this scenario, the total scholarship value will be divided amongst the winning applicants in accordance with the selection panel's decision. Scholarship pool prizes other than approved courses may be awarded subject to availability.
- 4.3 The scholarship covers the cost related to an approved course, training program, workshop, conference, or certification (this is not a cash prize). Other related expenses are not covered by the scholarship e.g. meals, sustenance, transportation costs.
- 4.4 A recognition ceremony and a certificate of achievement will be presented at the annual UQPN conference. The scholarship prize winner(s) will have the opportunity to speak at the conference on a topic aligned with the outcomes and benefits of their course attendance (or provide a written report to be presented on their behalf). It is highly desirable this would promote professional development opportunities to all UQPN members.
- 4.5 The opportunity to apply and showcase your new knowledge and skills on a meaningful UQPN project.
- 4.6 Exposure in UQ/UQPN communications.
- 4.7 Scholarship recipients must complete their chosen course before 31 December of the scholarship year or within 12 months of commencement.
- 4.8 The scholarship cannot be awarded retrospectively.
- 4.9 The scholarship is not transferrable to another UQPN member or UQ staff member by the recipient(s).
- 4.10 The selection panel's decision is final.

5. Assessment Criteria and Terms

- 5.1 Applications will be assessed by the UQPN-convened selection panel. A selection panel will consist of UQPN Committee Members and may include members outside of UQPN. The panel will review and rank each application and assign the award (according to the UQPN scholarship prize pool) to applicants based on their alignment to the criteria. The panel will consider the following criteria in assessing applications:
 - 5.1.1 Applicant must be a financial member of UQPN at the entry close date.
 - 5.1.2 Applications must meet all criteria, terms and conditions outlined in this document (UQPN Professional Development Scholarship Criteria and Terms & Conditions).
 - 5.1.3 Consideration will be given to applicants with demonstrated attendance in previous UQPN events and professional development sessions.
 - 5.1.4 Course must be able to be completed by 31 December of the scholarship year at the time of application.
- 5.2 Agreement (on application) to report back at the conference (present or provide a written report to be presented on their behalf).
- 5.3 Course program aligned with the university's strategic goals and the applicant's professional development plan (current role or future aspirations) will be highly regarded.
- 5.4 Supervisors' approval will be highly regarded as will alignment with the applicant's annual development plan.
- 5.5 Total cost of the course is within the scope of the scholarship value.
- 5.6 The UQPN Executive Committee and scholarship selection panel must declare any conflicts of interest in relation to the awarding of scholarship winners.