Lorna Stirling was a Music Director in the Melbourne University Drama Club in the 1940s. On her death in 1956 she bequeathed funds to the University for the purpose of promoting international student relationships through the creation of scholarships for the exchange of students between the University of Melbourne and other universities (University Trust Record — UTR7.92).

**BEFORE COMPLETING YOUR APPLICATION,**
**PLEASE READ THIS INFORMATION CAREFULLY.**

Failure to supply the necessary information or adequate supporting material may deem your application ineligible for funding.

*Please note that applications can be made online at —*


**1. GUIDELINES FOR AWARD OF GRANTS**

1.1 Awards will be granted to:

- promote genuine student interchange and enable mutual understanding to be established between students at the University of Melbourne and international universities.
- support international meetings of students (locally or overseas) in which students or student organisations and the University of Melbourne have an interest. Applications from individuals to participate in conferences held overseas will be considered as long as the applicants can show that such participation will benefit this University as well as themselves.

1.2 Grants will not be given to students who wish to travel overseas to carry out private research work or training that will form part of their degree. Grants will not be awarded to previous winners.

1.3 Where there is strong competition for grants from students wishing to attend international student meetings, preference will be given to official student representatives at this University.

1.4 Since the annual income of the Fund is small, only **limited** support can be given to student organisations to help defray the costs of running student conferences.

1.5 To be eligible to apply, students must be enrolled at the University of Melbourne at the time of application and for the period of the proposed exchange or project.
1.6  Funding is not awarded retrospectively. The period of award will be 1 June 2018 to 31 May 2019.

2.  GENERAL ADVICE TO APPLICANTS

2.1  The Committee may ask the following questions in implementing its guidelines:

- Has the applicant previously shown any real interest or desire to participate in matters which affect student welfare?
- Is the purpose for which the applicant seeks the grant of sufficient relevance to the interest of the student population at large, or is the project primarily for private benefit?
- Would the project be able to go ahead if no grant were available?

2.2  It is important that you demonstrate the worth of the project to the University by addressing the following criteria:

Please note if you do not adequately address the following criteria your application may be considered ineligible for funding.

- The application should include a signed letter of support from a relevant student organisation such as the Student Union or a Faculty-based organisation;
- The project is relevant to the interests of the student population at large; and/or;
- The project will enable mutual understanding to be established between students at the University of Melbourne and international universities.

2.3  The Committee distributed approximately $6,000 in 2016 and $6,000 in 2017. The funds for 2018 are still to be determined and may be allocated in any way, if at all, as Council (on the recommendation of the Committee) sees appropriate. Since 2005, an average of 3 to 4 applicants have received funding each year.

2.4  Successful applicants are required to provide a detailed report on the outcome and benefits of the project within six weeks of its completion. The report must account for expenditure of funds and explain how recipients used and disseminated the information gained from their project when they returned.

Please note that any unused funding must be returned to the Fund.

2.5  The Scholarship may be suspended or stopped, or you may be required to return the funding, if you do not comply with the conditions of your Scholarship.

2.6  Applications can be made online at:

The Lorna Stirling Fund Committee will meet around mid-May 2019 to consider applications and award the scholarships. Applicants will be advised of the outcome via email.

**PRIVACY INFORMATION**

The information you provide will be used by the Lorna Stirling Fund Committee, staff from the Student Union Advisory Service, a University Accounting Officer and the Lorna Stirling Fund Committee Secretary, in order to administer and consider the applications. Once the Committee has made its decision, information is provided to the Accounting Officer so that scholarship funds can be provided to the successful applicants. All applications and any other documents discussed at Committee meetings are forwarded to Records for filing and storage by the University.

The University has a comprehensive policy addressing issues related to the responsible use, collection and security of, and access to, personal information which can be viewed at the following website, www.unimelb.edu.au/unisec/privacy.