

## STEM Scholarships round 3

### Form 3

#### Principal support statement for applying students



This form outlines the requirements of the school regarding the support for the STEM Scholarship recipient.

Please scan and email the completed form.

#### Application requirements

- Endorse the applicant and know that the student will be able to meet the criteria as described.
- Email the completed student application plus supporting documents, teacher support statement and principal support statement to the Department for Education STEM Scholarship project team by 6 September 2019.

Ensure that the following documents are completed and sent to the STEM Scholarships project team by the deadline:

- Form 1: Student information and nomination form (plus supporting documents)
- Form 2: Teachers support statement for applying students
- Form 3: Principal support statement for applying students.

#### Financial management

- Manage the grant through the schools existing financial structures adhering to Department for Education financial and auditing guidelines and recognising that the grant will be administered over 2 or 3 school years.
- Provide all grant acquittal reports as requested by the Department for Education.

#### Data management

- Provide student term reports upon request throughout the duration of the grant.
- Provide other relevant data as required eg, attendance and dispositional data.

#### Appointing a mentor teacher who will carry out the following:

- assist the student with preparing and submitting their scholarship application and collating other relevant documentation
- monitor the student's attendance, participation and wellbeing and make available intervention strategies when required
- mentor the student regarding their subject selections, STEM pathways, mentoring programs and careers
- support the student to manage their scholarship funds and Department for Education financial obligations
- be the contact person for the STEM Scholarship Project team and provide all required data (end of term school reports and attendance records) for the duration of the scholarship.
- attend the STEM scholarships induction with the student
- provide the teacher-mentor with a small amount of release time to support the student
- ensure that the teacher-mentor provides the required regular reports to the STEM project administration officer.



**School information**

School:

*I understand that if he/she is successful, the school will enter into an agreement with the Department for Education to undertake the following:*

Index of disadvantage:

- *financial management*
- *data management and reporting*
- *appointment of a mentor*
- *provide student reports as requested and*
- *provide grant acquittal reporting annually.*

Address:

Principal name:

Telephone:

Mobile:

Name of student applicant teacher mentor:

*I am pleased to support this student for a STEM Scholarship.*

Name of principal:

Name of school business manager:

Date

Business manager email address:

**Student Information**

Please provide the following information regarding the applicant.

Name of student:

Aboriginal

 Yes  No

Torres Strait Islander student

 Yes  No

School card recipient

 Yes  No

Guardianship of the Minister

 Yes  No

Year level 2020:

