

The Wyndham Richardson Scholarship Fund

www.wyndhamrichardson.org



Dear Applicant,

Originally established in 1983 the Wyndham Richardson Scholarship Fund ('the Fund') awards scholarships based on merit or reasons of equity to promote a recipient's tertiary education. These are available to Australian Citizens or Australian Permanent Residents from any State or Territory studying in a tertiary institution.

Wyndham Richardson was born in Melbourne in 1904, but completed his primary and secondary education in South Australia before returning with his family to Melbourne. A combination of circumstances including ill-health prevented his completing an Engineering degree begun in Adelaide and continued in Melbourne. While he did eventually become a licensed surveyor, establishing a very successful private practice, he never forgot his disappointment. Later in life he established this Trust to provide assistance to tertiary students experiencing difficulties; including financial difficulties, in undertaking a course of study.

The Fund has helped students by providing individual scholarships to those who have shown they require financial assistance. A student is deemed eligible if:

- They are an Australian citizen or an Australian Permanent Resident;
- They are studying in Australia;
- They can show that their current income and family support does not cover their expenses (the expense profile of each student is analysed on a case by case basis and where there is a shortfall between income and expenditure the Fund may be able to assist);
- They fulfil the requirements of the Scholarship application process.

The Fund has two forms of scholarship application:

1. The first is administered by the University of Adelaide; the University of South Australia, Flinders University of South Australia and TAFE SA, and all are approved by the Trustee;
2. The second consists of a formal written application to the Trustee as well as an informal face-to-face meeting with the Trustees. The written application includes an application form and a budget, supported by academic transcript and any other information which will help the Trustees assess your application. Upon receipt of the forms the Trust will organise a time to meet with you and give you the opportunity to tell us a little more about yourself and answer any questions arising from the written application. After completion of all interviews, the Trustees will assess all applications against the number of applicants. At this point applicants will receive notification of the outcome of their application.

In assessing applications, the Trustees look to each candidate to provide as much information as possible to assess to support their case. To that end, the attached forms need to be filled out as accurately and as thoroughly as possible. Missing information or information which is not consistent will make it hard for the Trustees to assess your position. Attached is a separate sheet giving you tips on submitting your application as well as attending the interview with Trustees.

Applications are considered twice each year and closing dates are 31st January and 31st May.

I look forward to reviewing your application.

Mr Michael Lane

Chair

Wyndham Richardson Scholarship Fund

Tips to assist applicants

Completing the forms

- Fill out the forms as best you can. If you want to add more information, this may be done in letter form.
- We are interested to learn about your family situation, please help us understand your situation.
- We are interested to understand your education history (including an 'unofficial' transcript).
- Be clear on how you are funding your degree so far.
- While you may not know how your career path will unfold after completing your degree, we are interested to hear what your current plans and ideas are regarding your envisaged career progression.
- This scholarship application is to help us understand your need for financial assistance. We need to learn a little about you to make this decision. Please use this form to outline your situation.
- Incomplete applications will not be considered.

Budget tips

- The budget is equally as important as the assistance form and we go through it carefully.
- The budget helps us get an understanding of your income and expenses.
- All entries on the right hand side are to be made in either monthly / fortnightly or yearly figures. Where necessary multiply the weekly figures by 52, then divide by 12 or for fortnightly figures multiply by 26, then divide by 12 to get a monthly income / expense.
 - Where you might earn a greater amount per week (in the case of full-time holiday work) than for example a weekly job while studying please indicate this.
- If you feel you have other things to add please be accurate with what these might be.

Interview tips

- Please make sure your contact details are accurate so that we can arrange a time with you. If we can't contact you, we can't interview you; and you may miss out on receiving a scholarship.
- Please be punctual. We usually have a series of people to interview at any one time and being late will hold them up too.
- Relax! The interview is for us to meet you and to ask a few questions about your application and achievements to date.

For any questions, please contact the Wyndham Richardson Scholarship Fund Secretary,
Mr James Litt

Email jamlitt@bigpond.net.au
Phone 0428 066 480
Website www.wyndhamrichardson.org

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Application Form (for financial assistance) (Application closing dates are 31st January and 31st May each year)

Personal information

Full name			
Address		Post code:	
Age		Sex: Male / Female (please circle)	
Telephone No		Email:	Mobile:
Mother's name		Mother's occupation	
Father's name		Father's occupation	

Secondary Education

Name of School				
Years attending	From:	To:	Final year:	ATAR:

Tertiary Education (please provide copy of academic transcript)

Name of Institution		Course:	
Years attending	From:	To:	Last level:
Results (GPA, if applicable):			

Financial Information

Payment for Course:(please describe how you are funding your course)	
Government Study Assistance:(please describe, if any, current or future support)	
Scholarships (please describe, if any, current or future support)	

Other

Accommodation:(please describe your current residential arrangements)	
Career ambitions:	
Any other remarks <ul style="list-style-type: none">Greatest challenge to completing your courseWhat will you do if you don't get this scholarship?	

Signed.....

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Wyndham Richardson Scholarship Fund

Annual Budget

Please record fortnightly income and expenditure and differentiate between semester and non semester needs to allow for fluctuations during the year.

Table A

INCOME	Fortnightly*		Annually
	Semester	Non-semester	
Youth Allowance			
Family assistance			
Scholarships			
Part time work (please specify below)			
Other (please specify)			
Total estimated income (transfer to Table C)			

Table B

EXPENDITURE		Fortnightly*		Annually*
		Semester	Non-semester	
Board / Rent / Accommodation				
Living costs	Food			
	Utilities			
	Travel/ Motor vehicle			
	Entertainment			
	Clothing			
	Other			
Books / Stationery				
Other (specify)				
Total estimated expenses (transfer to Table C)				

* To calculate annual amounts, please multiply weekly amounts by 52 or fortnightly amounts by 26

Table C

	Fortnightly		Annually
	Semester	Non-Semester	
Total estimated annual income			
Total estimated expenditure			
Net Surplus / Deficit			
Savings (if applicable)			

Please send completed applications to:

The Secretary
Wyndham Richardson Scholarship Fund
62 Godfrey Terrace
ERINDALE SA 5066

Email: jamlitt@bigpond.net.au

Amended June 2017