



THE MARY JANE LEWIS SCHOLARSHIP FOUNDATION

SCHOLARSHIP GUIDELINES

THE SCHOLARSHIP

The Mary Jane Lewis Scholarship Foundation provides equity and merit-based scholarships of \$10,000 a year, for three years, to young women who might not have otherwise received a university education due to limited financial resources.

Multiple scholarships are awarded every year for full-time undergraduate degrees any university in Victoria. Young women studying STEM are encouraged to apply.

Established in 2004, this scholarship is for young women completing Year 12. Boys can apply via the [Dafydd Lewis Trust](#).

LEGAL ELIGIBILITY

Applicants must be studying a full-time undergraduate degree at an institution in Victoria.

Applicants must be an Australian citizen or permanent resident of Australia.

Applicants must have attended a Victorian State Secondary School for at least five (5) consecutive years immediately preceding the award of the scholarship.

Applicants must be completing Year 12 in 2023, there is no age restriction.

PARENTAL INCOME ELIGIBILITY

Applicants combined parental/guardian income must not exceed \$95,310.80 per annum (as per their most recent tax return/income statement).

HOW TO APPLY

You can apply to the Mary Jane Lewis Scholarship Foundation via the online form:
<https://equitytrustees.smartygrants.com.au/MJLSF2024>

If you have any questions about the application process after reading this document, please contact Equity Trustees via charities@eqt.com.au or on (03) 8623 5325.

THE APPLICATION PROCESS & TIMELINE

Applications open: Monday 4th of September 2023

Applications close: Saturday 23rd of December 2023 (11:59pm)

The Mary Jane Lewis Scholarship Foundation assesses applicants via two stages:

1. Written application
2. Interview

Applicants will be notified if they are successful in the written application stage, in January of 2024.

Applicants successful in making it to the Interview stage will be invited to interview in early February of 2024. Interviews are held at Equity Trustees offices and applicants are strongly encouraged to attend in person. Details regarding the exact time and date of interviews will be provided to successful applicants closer to the date.

This is a formal interview and should be treated as such. We recommend applicants treat this as they would a job application.

Applicants that make it to the interview stage will be notified to the outcome of their application no later than March 2024.

COMPLETING YOUR APPLICATION

REQUIRED DOCUMENTATION

All documentation should be uploaded under the following naming convention:

< Applicant surname > < Applicant first name Initial > _ < description of file >

E.g. NgyuenM_BirthCertificate

The following legal documents are required to be submitted with your application:

- Birth Certificate
- Australian Commonwealth Visa (if applicable)
- VTAC ATAR Certificate
- Parent/Guardian's most recent Tax Return or Centrelink payment summary
- Proof of Government Allowance (if applicable)
- A personal statement
- A personal referee statement

All information collected as part of your application will be treated confidentially under Equity Trustees' privacy policy. <https://www.eqt.com.au/global/privacystatement>

APPLICANT DETAILS

Applicants are required to upload accurate and up to date contact details. Contact details should be that of the applicant not of a parent/guardian or careers advisor.

Applicants are to upload a clear and legible copy of their birth certificate and or Commonwealth visa.

Applicants are to list all schools attended for the duration of their secondary education.

ATAR RESULTS

Applicants cannot submit their application until ATAR results have been released on the 11th of December 2023.

Applicants are to supply details of their High School Certification (i.e VCE or IB) as well as their ATAR and ATAR certificate. Please note we do not require a copy of your study score certificate, only your ATAR certificate or VTAC Results.

- Please note we do not accept screenshots of results, only certification as supplied by VTAC.

Applicants are to supply the details of the University Degree and Institution that they have nominated as their first preference with VTAC, or that they have accepted an early offer to.

SAMPLE OF ACCEPABLE ATAR CERTIFICATE TO BE SUPPLIED



YOUR ATAR

Student Number:
 Student Name:
 Date last updated:

Your 2022 ATAR is:

74.45

Year	VCAA Study	Scaled Subject Score	Aggregate Contribution	Used As
2022	English (EAL)	29.07	29.07	Used as: primary 4
2021	Languages: Arabic	35.86	35.86	Used as: primary 4
2022	Maths: Further Mathematics	29.34	29.34	Used as: primary 4
2022	Physics	27.52	27.52	Used as: primary 4
2022	Maths: Mathematical Methods	25.12	2.51	Used as: (increment: 10%)
2022	Product Design And Technology	16.75	1.67	Used as: (increment: 10%)

Your 2022 aggregate is: 125.97

The above scores are ATAR subject scores calculated by VTAC through the scaling process and include only those studies used in the calculation of your ATAR.



AUSTRALIAN TERTIARY ADMISSION RANK (ATAR)

This certifies that:
 VCAA number
 has an ATAR of **87.10**

Issued: 12 December 2022



TERESA TJIA
 CHIEF EXECUTIVE OFFICER - VTAC

APPLICANT FAMILY DETAILS & FINANCIAL ASSESSMENT

Applicants are only required to provide the contact & financial details of parent/guardians that directly care or provide for them. E.g. if you are estranged from a parents you are not required to list their details or financials.

FINANCIAL INFORMATION

Parents living apart, or who are legally separated and are contributing toward child support of spousal support payments, must be included in the weekly income amount of the primary parent.

Applicants are required to upload a copy of their parent/guardian's most recent tax return (if employed) or their Centrelink payment summary (if unemployed or under-employed)

For assistance in retrieving this information please visit the following sites:

TAX RETURNS

<https://community.ato.gov.au/s/question/a0J9s0000001JXq/p00051432>

CENTRELINK PAYMENT SUMMARY

<https://www.servicessaustralia.gov.au/how-to-get-your-centrelink-payment-summary?context=22781>

GOVERNMENT ALLOWANCE

Applicants are to provide details of any government allowance they may receive (e.g. family tax benefit or youth allowance).

You can download your Centrelink Statement, detailing government allowance, via the MyGov platform:

<https://www.servicessaustralia.gov.au/centrelink-online-account-help-request-document#step2>

OTHER INCOME

Applicants are required to list "other Income" of their parent/guardian separate from their employment (excluding government allowance).

Details are to be provided in an approximate value; no supporting documentation is required to be submitted.



APPLICANT SUPPORTING DOCUMENTATION

The Mary Jane Lewis Scholarship Foundation panel are interested in getting to know more about you, your achievements, interests, hobbies, and passions. This is your opportunity to highlight why you feel the Mary Jane Lewis Scholarship Foundation could help you achieve your goals in tertiary education.

The Mary Jane Lewis Scholarship Foundation facilitates career support and networking events with other scholars throughout the year, and prides itself on supporting students beyond financial support. The scholarship panel are interested in understanding how you will actively engage in some or all of these events throughout the year.

PERSONAL STATEMENT

The personal statement is to be one to two (1-2) pages which helps us get to know you, and how the Dafydd Lewis Scholarship could help you achieve your goals.

Please ensure your name is clearly written at the top of the letter.

The statement should be written as if you were speaking directly to the scholarship panel or as a cover letter to your application.

Themes that you may wish to discuss:

- Why you want to study at university and why you are interested in your area of study
- What motivates you
- Accomplishments you are proud of (academic or otherwise)
- Your personal values
- Your experiences and interests outside of school

REFEREE STATEMENT

A personal referee statement, no longer than one (1) page, is to be provided by a trusted source that has known you for an extended period. This can be anyone, except a family member, but may for example be a trusted teacher, school principal, an employer or sport coach.

APPLICATION CHECKLIST

- ✓ I have provided up to date an accurate contact information
- ✓ I have provided up to date and accurate financial information
- ✓ All documents have been uploaded with the correct naming convention as listed on page 2 of the document
- ✓ I have uploaded my birth certificate/Commonwealth issued visa (if applicable)
- ✓ I have uploaded my VTAC issued ATAR
- ✓ I have uploaded my parent/guardian's relevant financial information, including any assets, other income and/or government allowances
- ✓ I have uploaded my personal statement with my name clearly written at the top
- ✓ I have uploaded my personal referee statement