

CFLS Equity Scholarships

Terms and conditions

Overview

The Equity Scholarships Scheme (*'the Scholarship'*) is an equity scholarship valued at AU\$6000.00 offered to commencing international and domestic trainees of the Tasmanian Legal Practice Course ("TLPC").

The TLPC is delivered by the Centre for Legal Studies Ltd (CFLS) which also delivers the Graduate Diploma of Legal Practice (GDLP) as a 3rd party provider for the University of Tasmania (UTAS). Trainees participate in the TLPC and GDLP simultaneously through one (1) course offering each year. On successful completion trainees are awarded a Graduate Diploma of Legal Practice and are eligible to apply for admission to the legal profession in Tasmania.

These terms and conditions apply to trainees commencing the TLPC in 2026.

Purpose

The Equity Scholarships are supported by the CFLS Board offering funding for scholarships to support up to three (3) trainees experiencing financial or personal hardship each year.

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Part 1 <i>Eligibility Requirements</i>	<ol style="list-style-type: none"> 1. To be eligible for the Equity Scholarship, trainees must satisfy the below eligibility requirements: <ol style="list-style-type: none"> i. must be an enrolled domestic or international student undertaking the TLPC in 2026. ii. must be from a low-income household. iii. must be experiencing financial hardship or personal hardship.
Part 2 <i>Application and Selection Criteria</i>	<ol style="list-style-type: none"> 1. The Scholarship requires an application via email to the Executive Director (emma.white@cfls.com.au). Due to the specific nature of the Scholarship, the trainee must provide: <ol style="list-style-type: none"> a. Evidence of financial disadvantage. <ol style="list-style-type: none"> i. Trainees must provide bank statements for all bank accounts (both overseas and onshore) under the trainee's name, covering the three (3) months prior to commencement of the course. Documents must be provided in an accepted format (Word, CSV, and Excel files will not be accepted). ii. Trainees must provide proof of income. iii. Trainees must provide proof of the income of parent(s)/caregiver(s), if financially dependent and/or living at home.

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	<ul style="list-style-type: none"> iv. Trainees must provide proof of partner's income, if partnered. v. Trainees must provide a Centrelink Income Statement, or Centrelink Customer Reference Number (CRN) for verification with Centrelink Confirmation eServices, if in receipt of financial supplements, financial assistance, or income contingent loans from Centrelink. vi. Trainees must provide a written response on how their financial circumstances, either past or present, have had a negative impact on their life and their capacity to give time and attention to their participation in and completion of the TLPC. vii. Trainees must provide any evidence of other financial hardship, significant expenses, or liabilities. <p>b. Evidence of personal hardship (non-financial).</p> <ul style="list-style-type: none"> i. Trainees experiencing personal hardship must provide appropriate evidence of personal hardship. The evidence of personal hardship must outline the duration, and the severity, of the personal hardship, and must detail how their personal hardship, either past or present, has had a negative impact on their life and their capacity to give time and attention to participation in or continuation of their studies. <p>2. Applications must:</p> <ul style="list-style-type: none"> a. Be submitted by the closing date b. Include any and all supporting documentation in the correct form c. Be written in the English language. <p>3. By applying for this Scholarship, the trainee warrants that they have read, understood, and agree to be bound by these terms and conditions.</p> <p>4. The CFLS has discretion with any decisions made, in connection with this process. To the extent permitted by law, the CFLS has no liability to any trainee for decisions made in relation to the Scholarship.</p> <p>5. The successful recipients of the scholarship will be determined by a selection panel comprised of the CFLS Executive Director, the CFLS Deputy Director and one nominated CFLS Board Member.</p>
<p>Part 3</p> <p><i>Value and Payment of Scholarship</i></p>	<ul style="list-style-type: none"> 1. Trainees who receive a CFLS Equity Scholarship for undertaking the TLPC will receive \$6000.00 to be paid in one (1) instalment. Receipt via multiple payments must be sought and agreed with the Executive Director. 2. Payment is subject to the <i>Conditions of Scholarship</i>. If the trainee fails to adhere to the <i>Conditions of Scholarship</i>, payment may be suspended, terminated or recovered through repayment. 3. Trainees will receive payment by electronic transfer to their nominated bank account after the census date as determined by UTAS for the Graduate Diploma of Legal Practice (L6B). 4. The Equity Scholarships do not rollover to the next calendar year. A fresh application will be required each calendar year in the event the trainee does not complete the TLPC. 5. Whilst every care is taken to ensure payment is correct, trainees are required to monitor payment/s and notify the Executive Director (emma.white@cfls.com.au) of any over or under payment. 6. Overpayments:

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	<ul style="list-style-type: none"> a. If an overpayment occurs at any time and for any reason, the CFLS may issue the trainee with a written notice requiring repayment of the amount overpaid ('Overpayment Notice') b. The trainee must pay to the CFLS the amount of the overpayment specified in the Overpayment Notice within ten (10) business days of the date of the Overpayment Notice. <p>7. Taxation: The CFLS does not withhold PAYG tax from the scholarship payments. It is the trainees' responsibility to check the tax implications for their scholarship and personal circumstances.</p> <p>8. Centrelink: Centrelink may include this Scholarship entitlement in any means testing for applications made for Commonwealth assistance. Trainees are encouraged to check the Centrelink website/ discuss with Centrelink for information regarding exemptions.</p>
Part 4 <i>Term of Scholarship</i>	<p>1. The term of the Scholarship will be for one (1) year to support trainees through the 24 week TLPC/GDLP.</p>
Part 5 <i>Conditions of Scholarship</i>	<ul style="list-style-type: none"> 1. Successful trainees must remain admitted and enrolled in the TLPC post census date otherwise repayment of the Scholarship funds is required within 28 days of the date a trainee ceases to attend the TLPC. 2. Successful trainees acknowledge and agree that the granting and receipt of this Scholarship is strictly confidential. Information relating to the Applicant's application, assessment, and award of the Scholarship will be disclosed only to members of the Scholarship Selection Panel and relevant CFLS staff involved in administering the Scholarship. This information will not be disclosed to other trainees, external parties, or the wider CFLS Board. The Applicant must not communicate, publish, or otherwise disclose their receipt of the Scholarship to other trainees or to any third party without the prior written consent of CFLS. 3. Deferment of the Scholarship offer is not permitted. 4. The scholarship funds will need to be repaid if a trainee undertakes an unapproved absence from the TLPC. 5. The full amount of the scholarship will need to be repaid if the trainee does not successfully complete the TLPC. 6. Unsuccessful applications: <ul style="list-style-type: none"> a. The CFLS's decision in the awarding of the Scholarship will be final. b. The CFLS is not liable for any: <ul style="list-style-type: none"> i. indirect or consequential loss; and ii. any loss of revenue, loss of profit, or loss of business opportunities, suffered by the trainee in connection with the Scholarship process whether under contract, tort (including negligence), or otherwise. 7. The trainee is required to provide the CFLS with student bank details as outlined in the offer letter. 8. A presumption shall be made that the trainee accepts the offer for the Scholarship upon the receipt of a successful outcome letter for the Scholarship, unless otherwise advised. Should the trainee wish to decline their offer for the Scholarship following the receipt of a successful outcome letter, the Participant is advised to contact the Executive Director (emma.white@cfls.com.au) in writing.

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Part 6 <i>General Requirements for Application Terms</i>	<ol style="list-style-type: none"> 1. All applications become the property of the CFLS upon submission. 2. Applications must be received by the CFLS during the application period. 3. A student claiming to be a trainee enrolled in the TLPC must provide proof of identity and proof of enrolment, if required by the CFLS. 4. Any decision of the CFLS in respect of all matters arising out of, or in connection with, the Scholarship is final and binding and no correspondence will be entered into. 5. Each trainee is responsible for notifying the CFLS of any change to contact details during the application process and after the Scholarship has been awarded. If the Scholarship process is interfered with in any way or is not capable of being conducted as anticipated due to any reason beyond reasonable control of the CFLS, the CFLS reserves the right, in its sole discretion, to modify, suspend, terminate, or cancel the Scholarship, as appropriate without notice to applicants. 6. This Scholarship and these terms and conditions are governed by the laws of Tasmania.
Part 7 <i>Termination of Scholarship</i>	<p>The CFLS reserves the right to cease the Scholarship awarded to trainees in the following circumstances:</p> <ol style="list-style-type: none"> 1. Failure to comply with the <i>Conditions of Scholarship</i>. 2. Withdrawal from the Graduate Diploma of Legal Practice. Trainees are advised to contact the Executive Director (emma.white@utas.edu.au) before withdrawing. 3. Engaging in behaviour that breaches the University of Tasmania's governance policies and procedures relating to trainee behaviour and conduct, in particular the <u>Student-Behaviour-and-Conduct-Ordinance</u>, and/or the CFLS Behaviour policy and requirements set out in the CFLS Handbook.
Part 8 <i>Privacy</i>	<ol style="list-style-type: none"> 1. By applying for the Scholarship, the Trainee provides permission for their personal details to be shared with the Selection Panel. The CFLS collects the personal information on the Scholarship application form to assess applications 2. The CFLS will collect and use the Trainee's personal information for the purposes of administering and carrying out the Scholarship. This information will not be shared with third parties or used for promotion and marketing purposes.
Part 9 <i>Reserving the Right to Amend</i>	<p>Without limiting any part of the Scholarship terms and conditions, the CFLS may:</p> <ol style="list-style-type: none"> 1. Amend or replace these terms and conditions, or any Scholarship rules or procedures, at any time and for any reason. 2. Extend, suspend, or terminate the Scholarship or Scholarship process at any time before the Scholarship is awarded. 3. Accept applications after the due date. 4. At any time prior to awarding the Scholarship, disqualify any trainee from participating or exclude their offer from further consideration. 5. Commence a new process for calling applications on a similar or different basis to that outlined in these terms and conditions.

Contact:

The Executive Director, Emma White, can be contacted for any queries regarding the CFLS Equity Scholarship.