



MINTRAC

NATIONAL MEAT INDUSTRY TRAINING ADVISORY COUNCIL LIMITED

MINTRAC Kickstart Scholarship



Proudly sponsored by FGM Consultants Pty Ltd

www.fgmconsultants.com.au



FGM Consultants are pleased to again be sponsoring the Scholarship with MINTRAC and trust that this investment in today's education provides a solid future for the Australian Meat Industry

Eligibility and conditions

What is the purpose of this scholarship?

MINTRAC is offering one scholarship for meat processing personnel to upgrade their qualifications by undertaking full or part-time studies to gain a qualification at Certificate IV level or higher. The type of qualification must be relevant to the meat industry.

Who is eligible for a scholarship?

In order to be eligible for this scholarship, applicants must:

- be employed full-time in the meat industry for a minimum of 2 years
- have the support of his/her employer in the industry
- be enrolling in a qualification in a tertiary establishment at Certificate IV level or higher which is not eligible for Government funding through traineeships
- be enrolling in a qualification relevant to their career development plan
- be an Australian citizen or permanent Australian resident.

What financial support is available through the scholarship?

The scholarship provides a one off grant of \$3,000 to contribute towards the costs for a student to gain a qualification at a tertiary institution. This will be paid by 2 instalments of 50% on commencement and 50% on successful completion.

Suite 2, 150 Victoria Rd, Drummoyne, NSW 2047 Ph: (02) 9819 6699 Fax: (02) 9819 6099

How do I apply?

Complete the application form attached. Submit the completed application form to MINTRAC with the following attachments:

- proof of acceptance to a tertiary institution for study (if you have not yet received your placement, you may still apply. Successful applications will be awarded scholarships pending acceptance into the nominated course.)
- transcripts of results and copy of award for previous qualifications
- letter of application from the student
- letter of support from the company.

What then?

Scholarship applications will be reviewed by the MINTRAC Project Officer. Applicants will be allowed two weeks to provide further information if required. The applications will then be evaluated by a selection committee. Scholarships will be awarded based on:

- the ability to meet the eligibility criteria of the scholarship
- the relevance of the studies to the student's career plan
- the relevance of the studies to the industry
- the quality of the application.

The successful student will be notified of their scholarship in writing.

Scholarship conditions

- Applicants must be currently working in the meat processing industry.
- The qualification must be at Certificate IV level or higher.
- The scholarship grant will be paid in 2 instalments of 50% on commencement and 50% on successful completion.
- Applicants are required to submit to MINTRAC a progress report in the first year of studies and one per year for the remainder of the course. Reports are to be received by MINTRAC within 30 days of due date. The scholarship may be terminated if reports are not received, or there has been no communication from the student to MINTRAC.
- Proof of results must be submitted each semester.
- Applicants are required to provide a written case study to MINTRAC within 1 month of achieving the qualification detailing the benefits to the student, sponsoring company, and the meat industry.
- Applicants should endeavour to establish a relationship with their contact at MINTRAC and communicate with them about issues related to their studies.
- Applicants may be requested to participate in marketing activities from time to time (e.g. attend a conference, have a story written about them, have their photos in promotional material).
- Applicants are expected to maintain employment in the meat industry at the establishment that supported them through their studies or at another meat industry company.
- Failure to submit required reports may result in further scholarships for the company being denied.
- Scholarship holders who request permission to defer must provide written explanation and new completion date.

Application form – MINTRAC Kickstart scholarship



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1. Personal details

Family name:

Given Names:

Address:

.....

Phone: Mobile: (.....)

Fax: (.....) E-mail:

2. Proposed qualification

Institution:

Qualification:

Full-time or part-time study:

Start date of studies: Expected completion date of studies:

Minimum length of time to complete qualification:

(Attach proof of offer of place in qualification – may be submitted to MINTRAC, when received, after this application)

3. Employment details

Name of company:

Position in company:.....

Company address:.....

..... State: Postcode: Phone: (.....)

Fax: (.....) E-mail:.....

Length of time you have worked at the company:.....

Applicant supervisor at the company (to verify time):

Applicant supervisor Job title:.....

Applicant supervisor phone number (if different from plant number): (.....).....

Verification of length of employment:

I verify that

(name of applicant supervisor)

(name of applicant)

has worked continuously at this company or in the meat industry for a period of .. years.

Signature Date:.....

4. Applicants employment history

Complete the following table to provide a brief history of your employment

Employer	Position	Dates of employment

5. Academic record

Attach transcript of results and copy of award.

Institution attended:.....

Qualification gained:

Institution attended:.....

Qualification gained:

6. Payment

Total cost to gain this qualification:

Please tick the appropriate box

- I would like the \$3,000 grant paid via cheque
- I would like the \$3,000 grant transferred directly into my account.

**Note, it is up to the individual to arrange payment of any remaining costs*

7. Letter of application

Please provide a separate letter with your application addressing the following:

1. Why do you want this scholarship?
2. How will this qualification help you in your current role?
3. What are your career goals and how does the qualification relate to those goals?
(please provide a career development plan)
4. How can your qualifications be beneficial to your company and the meat industry?

8. Applicant's declaration

I agree to make every endeavour to gain the qualification, and abide by the conditions for this scholarship.

Signature of applicant: Date:

9. Company support for applicant

I support (student), in their application for a MINTRAC Kickstart scholarship to undertake the following course of study:

.....:

If the applicant is studying part-time and continuing work:

Our establishment agrees to support the applicant in their studies, and provide time for them to complete the requirements of their course.

Name of plant manager: Signature:

Date:

Please provide a detailed letter of support from the company for the candidate including:

1. why the student has been selected by the company for a MINTRAC scholarship
2. a proposed career plan for the student

3. how the company will support the student throughout their studies
4. how the qualification will benefit the establishment and the industry.

Please send completed application to:

MINTRAC

Suite 2, 150 Victoria Road

Drummoyne NSW 2047

Fax: (02) 9819 6099

mintrac@mintrac.com.au

Attachments required:

- offer of place in tertiary institution
- letter of application
- letter of support from employer
- transcript of results and copy of award for previous qualifications