



Friends of Nepal - Adelaide Inc.

Proud Supporters of Education for the Youth of Nepal

STUDENT GUIDELINES

EDUCATION SCHOLARSHIP

The Friends of Nepal-Adelaide Inc Education Scholarship (FES) program offers severely disadvantaged Nepalese young people a chance to undertake further education &/or vocational training opportunities which would not be possible without this support.

It gives these young people a chance to not only better their lives & prospects, but to also give back to their country.

We wish all of our scholarship recipients great success in their lives & studies.

ABN 25 785 726 975

Email: friendsofnepal@ozemail.com.au
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PROGRAM OBJECTIVES Friends of Nepal-Adelaide Inc (FONAI)

The goals of our life-changing education scholarships are to enable *FES* scholarship recipients, who were born in & reside in Nepal, to overcome barriers to education created by social &/or economic disadvantage.

The Education Scholarship Program aims to provide access to education opportunities for *FES* scholarship recipients whose family, social, or economic circumstances hinder or prevent their ability to undertake education opportunities.

FONAI has partnered with Nepalese Non Government Organisation Mission for Modern Social Development- Nepal, (MMSD-N_a group of young social workers & medical professionals, to successfully administer the *FES* program in Nepal.

Educational disadvantage is currently assessed by *FONA*, in collaboration with *MMSD-N*, on the following criteria-

- a) Recent school leavers (between 16- 20 years of age at time of application) from low socio-economic circumstances.
- b) Students from regional or remote backgrounds

All requests for scholarships are considered individually on the basis of an assessment conducted by *FES* coordinator & *FES* manager on behalf of *FONAI*.

STATEMENT OF ETHICAL PRINCIPLES

Friends of Nepal-Adelaide Inc is committed to:

- Removing financial barriers for severely disadvantaged Nepalese to pursue education.
- Being aware of the issues affecting *FES* scholarship recipients & applicants & advocating for their interests.
- Supporting efforts to encourage all *FES* scholarship applicants & recipients to aspire to & plan for education beyond high school.
- Respecting the dignity & protecting the privacy of *FES* scholarship applicants & recipients & ensuring the confidentiality of student records & personal circumstances.
- The highest level of ethical behaviour
- Maintaining the highest level of professionalism.
- Respectful collaboration with our key stakeholders
- Conducting annual reviews of all programs to ensure the best outcomes for *FES* scholarship applicants & recipients.

SCHOLARSHIP DESCRIPTIONS.

FONAI Education Scholarships are for study in Nepal only, as *FONAI* strongly believes that supporting local Institutions will aid the developing economy.

FONAI education scholarships are available for either:

- Senior Secondary High School Year 1 + 2
- Post secondary education & /or vocational training
- Enabling courses to prepare for study

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SCHOLARSHIP A: 'FULL ACADEMIC SCHOLARSHIP'

This scholarship provides funding for all study & living costs, including fees for enabling courses the student may be required to undertake prior to commencement of higher study.

FES scholarship recipients awarded Scholarship A will receive:

- Full funding of all fees required for the successful completion of their studies (books, stationary, uniforms, field trips etc.)
- Funding for or provision of laptop/l-pad (post secondary FES scholarship recipients only.)
- Full funding of hostel/living accommodation charges
- Monthly living allowance
- Annual clothing allowance
- Annual Festival Allowance
- Annual Medical Expenses Allowance

SCHOLARSHIP B 'KICK START SCHOLARSHIP'

This scholarship is a 'living allowance' scholarship. It is awarded to FES scholarship recipients whose Institution of Study fees are funded by donors who are in partnership with FONAI.

The scholarship is for the duration of the course of study determined by the Institution.

This scholarship is cancelled if the partnering donor ceases support. In this circumstance, FES scholarship recipients will have to apply for Scholarship A.

FES scholarship recipients awarded Scholarship B "Kick Start Scholarship" will receive:

- Full funding of hostel/living accommodation charges
- Monthly living allowance
- Annual clothing allowance
- Annual Festival Allowance
- Annual Medical Expenses Allowance

SCHOLARSHIP C: 'ACADEMIC MERIT SCHOLARSHIP'

This scholarship is a 'Full Course Fees & expenses' scholarship. It is awarded to FES scholarship recipients whose living costs are funded by donors who are in partnership with FONAI.

The scholarship is for the duration of the course of study as determined by the Institution.

This scholarship is cancelled if the partnering donor ceases support. In this circumstance, FES scholarship recipients will have to apply for Scholarship A.

FES scholarship recipients awarded Scholarship C will receive:

- Full funding of all fees required for the successful completion of their studies (books, stationary, uniforms, field trips etc.)
- Funding for or provision of laptop/l-Pad (post secondary FES scholarship recipients only.)

SCHOLARSHIP D: 'ENABLING SCHOLARSHIP'

These are short term scholarships which may be awarded in conjunction with Scholarship A & C. Funding is provided for 'enabling' course (computer skills, English language classes) which the student may require to be successful, or are course prerequisites, before commencing study or during the course of an existing scholarship.

FES Enabling scholarship recipients are required to request funding in writing at least 4 weeks prior to course commencement, outlining reasons for request & types of support required. The scholarship is for the duration of the course of study as determined by the Institution & as approved by FES manager/coordinator.

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Responsibilities Of Parties Within The Program.

FONAI & MMSD-N role is to ensure:

- that the Scholarship Program runs smoothly.
- that students receive funds in a timely manner
- that students receive mentoring & counselling, as required, in a timely manner
- That we are in regular contact with students during their course of study.
- That we attempt to solve any problems together, so they do not overwhelm us.

All of our scholarship recipients are to be admired! They are very brave young people who have already suffered significant disadvantage in their short lives. Despite the many challenges they have faced, they have managed to complete their studies to a level which has enabled them to pursue further study options & gain qualifications which will enrich both their own lives & those of others.

They have made a commitment to complete their studies to the best of their ability & to communicate regularly with FES coordinator, with regards to their progress & personal well being. For many this will be the first time they have acted independently!



FONAI & MMSD-N takes their responsibility to them very seriously. They are not used to signing formal documents, managing money or living independently. They will stumble & fall like young people do all over the world. We must be prepared to help them in every aspect of their lives.

There are many cultural differences which must be taken into account when we support young people in a foreign country.

We are a culture familiar with accountability, but they are not. We live in a country where access to Internet is available 24/7. Mobile phones are essentials, not luxuries!

We must respect the daily challenges that not only the students face, but also our coordinator, in communication with us, & delays in response.

On the other hand, the scholarship recipients must also accept that both FONAI & MMSD-N require feedback, copies of receipts, acknowledgement of funds & progress reports from their College or University.

Patience & tolerance are keys to the success of this program

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Student Code of Conduct

Students must ensure their contact details are up to date & that they regularly read & respond to all correspondence sent to their email address or facebook pages. Students must make bi-monthly contact with counsellors. Students are not permitted to make direct contact with sponsors to request money. Any requests for extra support must go through FES coordinator.

1. Academic Integrity

Students are expected to:

- Conduct themselves honestly & in compliance with their College or Institution of study policies.
- Actively participate in the learning process.
- Attend scheduled course teaching activities & submit assessment tasks on time, unless unforeseen or exceptional circumstances arise.
- Behave ethically, avoiding any action or behaviour that would unfairly disadvantage or advantage either themselves or another student.

2. Equity, Respect & Fairness

Students are expected to:

- Treat all FONAI/MMSD-N members &/or representatives & other students, & visitors to Nepal, with courtesy, tolerance & respect.
- Respect the rights of others to be treated equitably, free from all forms of unlawful discrimination & harassment, including sexual harassment.
- Not engage in behaviour that is:
 - obscene, dangerous or is offensive to others.
 - unlawful, discriminatory, harassing, or bullying, or could be perceived to be threatening or intimidating or cause any person to fear for their personal safety or well-being.
 - disruptive or interferes with any activity of FONAI
 - would unfairly advantage or disadvantage another student in any way.

3. Friends of Nepal-Adelaide Inc & Mission for Modern Social Development-Nepal Reputation

Students are expected to:

- Ensure their actions or inactions as a student do not harm, or bring into disrepute, FONAI &/or MMSD-N reputation or good standing.
- Not participate in any learning activity, such as tutorials, lectures or placements, while under the influence of alcohol or other drugs.
- Not use, possess or supply any prohibited drug, substance or weapon whilst on scholarship.
- Not use FONAI &/or MMSD-N name, reputation or logo for private gain or the gain of a third party, private business or commercial purposes, without prior permission.
- Not engage in any fraudulent or corrupt conduct that would potentially bring FONAI &/or MMSD-N into disrepute.
- Make every effort to be successful in their studies

4. Sanctions & Discipline

- Behaviour contrary to the student code of conduct may result in sanctions & disciplinary action being applied, including (but not limited to) suspension of the scholarship. Serious offences such as assault, theft, willful damage & other unlawful activities will attract an immediate suspension or even expulsion.
- For minor breaches of the code of conduct students will receive either a verbal or official written warning asking them to rectify their behaviour. Sanctions may be applied, including suspension, for consistent minor breaches of the code of conduct.



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FES Co-ordinator Responsibilities.

The FES coordinator is the person to whom students must turn to for advice & help. Students must let him/her know immediately if there are problems with funding, transfer of money, health, living arrangements or study commitments.

FES Student Responsibilities.

Students have a responsibility to both FONAI & MMSD-N.

Students must maintain contact through email &/or Facebook, or telephone in Nepal. A minimum of bi-monthly face to face meeting is required.

Students must provide current contact details to coordinator.

Students must NEVER contact a sponsor directly to request money.

Specific Commitments.

Study

Regular attendance at course of study.

Maintenance of satisfactory academic achievement in course of study

Provision of academic examinations/school reports to FES coordinator each semester

Financial.

Provide receipts as requested by coordinator

Use of scholarship funds for the purpose of study/living costs only

Managing scholarship money.

It is the student's responsibility to manage scholarship funding within the terms & conditions of the scholarship.

Managing health & well-being.

Students may unfortunately fall sick during your course of study & have to temporarily withdraw from the course. In the event of this happening counsellors should be informed immediately.

Making Changes to an FES.

From time to time students may need to request changes to their FES. Procedures for making requests are in the terms and conditions of the scholarship.

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