



Flight Centre Scholarship Terms and Conditions

Flight Centre Travel Consultant Program

Important Information

The Flight Centre Travel Academy (“FCA”) is proud to be working with Flight Centre Travel Group Limited (“FC”) and Torrens University Australia Limited (“Torrens”) to provide participating students with an opportunity to take part in the Flight Centre Travel Consultant Program (“Program”). This document outlines the terms and conditions for the Industry Scholarships administered by FCA and FC. The purpose of these terms and conditions is to clearly set this information out for you. Please read this information carefully. If you have any questions, please email the Flight Centre Travel Academy directly at travel_academy@flightcentre.com.

To be eligible to receive an Industry Scholarship student must meet all conditions as outlined in these terms and conditions.

Definitions

The following definitions apply in this document:

Industry Scholarship	<i>means any scholarship offered and administered by the Flight Centre Academy and endorsed by Flight Centre Travel Group Limited.</i>
Industry Scholarship Award Program	<i>means the Industry Scholarship value(s) as described under clause 2. means the Torrens Diploma of Travel and Tourism and the Flight Centre Certificate of Excellence.</i>
Minimum Employment	<i>means a minimum of two years full time equivalent employment service with Flight Centre Travel Group Limited</i>

Industry Scholarship Terms and Conditions

1. On Application to the Program

- 1.1. A condition of the Industry Scholarship is that the student declares that they have read and understood these terms and conditions. The Industry Scholarship acceptance constitutes the student is agreeing to the terms and conditions detailed within this document.
- 1.2. FCA is responsible (unless otherwise indicated) for:
 - a. Delivery at the tertiary level of the Torrens Diploma of Travel and Tourism;
 - b. Facilitation of the Flight Centre Certificate of Excellence, which is completed in conjunction with the Diploma of Travel and Tourism;

- c. The maintenance of records relating to Industry Scholarships; and
- d. Reviewing the academic progress and eligibility of students enrolled in the Program.

1.3. FC is responsible (unless otherwise indicated) for:

- e. Providing employment (at their discretion) to eligible students upon successful completion of the Program (both the Diploma of Travel and Tourism and the Flight Centre Certificate of Excellence); and
- f. Providing the relevant Industry Scholarship Award to eligible students upon completing the Minimum Employment period as required by FC.

1.4. For Program related enquiries, please contact FCA via:

- Phone: 1300 369 649
- Email: travel_academy@flightcentre.com; or
- In writing:
Flight Centre Travel Academy, 275 Grey St, South Brisbane Qld 4101

2. Industry Scholarship Award

2.1. Upon completion of the Program and after serving the Minimum Employment period, the following Industry Scholarship Awards are available for up to 300 graduate students per financial year as follows:

a) The first top 150 academic performing students will receive an Industry Scholarship Award payment to the value of AUD\$18,000 (excluding GST); and

b) The next top 150 academic performing students will receive an Industry Scholarship Award payment to the value of AUD\$9,000 (excluding GST).

Academic performance is based on GPA results in the Diploma of Travel and Tourism in that financial year.

Industry Scholarship Award payments will be paid as salary and wages and will be subject to all applicable employer obligations including tax and superannuation.

To be eligible for the \$18,000 Scholarship Award payment, students must be enrolled full-time. Students enrolled part-time are eligible for the \$9,000 Scholarship Award payment.

2.2. Industry Scholarship Awards will be deemed completed once FC has made the direct payment to the recipient for the relevant Industry Scholarship Award amount or the recipient becomes ineligible to receive funding under these terms and conditions.

2.3. The Industry Scholarship Award at the time of payment may be less than the amount advertised. Recipients will be given prior notice of any variation and the opportunity to consider if they wish to accept the varied amount. Recipients must confirm their acceptance of the varied Industry Scholarship Award amount before payment. All Industry Scholarships are in Australian dollars.

3. Eligibility Criteria and Conditions of Industry Scholarship Award

3.1. In order to receive an Industry Scholarship, the recipient must do the following:

a. complete the full Program and be within the top 300 academic performing students for that cohort in the relevant financial year; and

b. complete the Minimum Employment period with Flight Centre.

3.2. Scholarship payments are awarded based on academic performance-based merit.

3.3. An applicant can only be awarded and accept one Industry Scholarship at any given time.

3.4. International Students are not eligible to apply. To be eligible for an Industry Scholarship the applicant must be an Australian Citizen and a resident of Australia.

3.5. To be eligible for an Industry Scholarship, students must complete the Program and the Minimum Employment period within 4 years of starting the Program.

3.6. Enrolment Requirements

Students must maintain an enrolled status for the entirety of the Program. Eligibility to receive the Industry Scholarship may be terminated if a student's enrolment status is inactive at any time.

3.7. Leave of Absence

If a student wishes to take a leave of absence from the Program, they must notify FCA in writing and request approval.

3.8. Withdrawal

If a student withdraws from the Program they will be ineligible to receive an Industry Scholarship. The student must notify FCA in writing if they have or intend to cancel or withdraw their enrolment.

If students are unsure how changes to their enrolment will affect their eligibility for an Industry Scholarship, they can submit an enquiry by email to: travel_academy@flightcentre.com.

4. Retaining Eligibility for an Industry Scholarship

4.1. To retain eligibility for an Industry Scholarship, students must:

- Unless there are exceptional circumstances, make satisfactory progress in the Program;
- Advise FCA of any changes to their personal details and enrolment within 14 days of the change;
- Maintain enrolment in the Program;
- Adhere to FCA's academic and administrative policies; and
- Meet any additional criteria as outlined in their offer letter.

4.2. Procedure for Underperforming Students

Academic progress will be assessed each semester. Students who are deemed to have not made satisfactory progress:

- a. Will be notified in writing by FCA that their academic performance has been unsatisfactory; and
- b. Will be given the opportunity to explain their unsatisfactory performance by a due date set by FCA.

4.3. Academic Requirements

Students must meet the academic requirements of FCA, maintain enrolment status and meet the eligibility requirements in order to be eligible for the Industry Scholarship.

4.4. Providing False Information

A student's eligibility to receive an Industry Scholarship may be withdrawn at any stage if they provide incorrect, false or misleading information or withhold relevant information. This includes circumstances where the false information is unrelated to the assessment in awarding the Industry Scholarship.

5. Income tax on a lump sum payment

It is the responsibility of the Industry Scholarship recipient to assess the tax liability of their scholarship. FC cannot provide advice regarding taxation. Please refer to the Australian Tax Office Website for further information: <http://www.ato.gov.au>. The Australian Taxation Office has previously indicated that scholarship payments are taxable if the payment is made by an authority on condition that the student will, or will if required, become, or continue to be, an employee of the person or authority.

6. Privacy

- 6.1. Each party acknowledges that they are or may be bound by legislation affecting privacy, personal information or the collection, handling, storage, processing, use or disclosure of data relating to personal information (including the *Privacy Act 1988* (Cth) and state legislation, rules, guidelines, directives and codes of conduct).
- 6.2. The parties shall only be permitted to use personal information of students obtained or held in connection with these terms and conditions for the purposes of fulfilling their obligations under these terms and conditions or as required by law.
- 6.3. Each party shall use their reasonable endeavors to abide by the privacy policies and requirements of the other in performing their obligations under these terms and conditions.

7. Indemnity

To the extent permitted by law, neither Torrens University Australia Limited, the Flight Centre Travel

Academy, Flight Centre Travel Group Limited, nor any of their related bodies corporate, directors, officers, employees, servants or agents accept any liability in contract, tort or otherwise for any injury, damage, loss (including consequential loss), delay, additional expense or inconvenience caused directly or indirectly by the acts, omissions or default, whether negligent or otherwise, of third party providers over whom we have no direct control, force majeure, insolvency, or any other event which is beyond our control or which is not preventable by reasonable diligence on our part. Under circumstances where our liability cannot be excluded and where liability may be lawfully limited, such liability is limited to the remedies required of us under applicable law (including the Australian Consumer Law). This liability clause is subject to participating students' rights under the Australian Consumer Law and nothing in this document is intended to limit any rights participating students may have under the *Competition and Consumer Act 2010* (Cth).

8. Proper law and jurisdiction

These terms are governed by the laws of New South Wales. Each party agrees to submit to the jurisdiction of the courts of that state or territory and agrees that any proceedings arising out of or in connection with these terms may be brought in any court of competent jurisdiction in that state or territory.