# **Request to Interrupt the UQ Ramsay Undergraduate Scholarship** **and UQ Ramsay Merit Scholarship**

As per rule 7(4) of the [UQ Ramsay Undergraduate Scholarship rules](https://scholarships.uq.edu.au/sites/default/files/2021-10/uq-ramsay-undergraduate-scholarship-rules.pdf) and [UQ Ramsay Merit Scholarship rules](https://scholarships.uq.edu.au/sites/default/files/2021-10/uq_ramsay_merit_scholarship_rules.pdf), a current Scholarship recipient may request to interrupt the scholarship for up to two semesters with the approval of the Associate Dean (Academic) of the Faculty of Humanities and Social Sciences.

Recipients may interrupt the scholarship for a maximum of two semesters during tenure of the scholarship. These semesters do not need to be consecutive.

If a recipient has been approved a transfer of scholarship as a result of a change in program, the maximum number of semesters a recipient can interrupt remains two semesters while in receipt of the scholarship irrespective of the program in which an interruption has occurred.

Requests to interrupt the scholarship must be submitted prior to the semester of proposed interruption, and by:

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| --- | --- |
| **Semester** | **Date** |
| Semester 1 only  Semester 1 and 2 of the same year | 15 March |
| Semester 2 only  Semester 2 of that year and semester 1 of the following year | 15 August |

Not all requests to interrupt a Scholarship may be approved.

**Requests to interrupt the Scholarship cannot be made or approved following the census date each semester.**

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| **Applicant Details** | | | | |
| **Name** |  | | **Student ID** |  |
| **Scholarship** | | Select Scholarship | **Year Awarded** |  |
| **Semester/s for interruption** | | Semester 1, Year  Semester 2, Year | **Program** | Select program |
| **Reason for request to interrupt the Scholarship:** | | | | |
|  | | | | |

**Information on Interrupting the Scholarship**

* No scholarship payment will be made for the semester of scholarship interruption.
* The terms and conditions of the scholarship do not apply for any approved semester of scholarship interruption and will re-apply from the semester following the approved interruption of scholarship.
* A semester for which an approved scholarship interruption has been granted will not be considered in the maximum duration of the scholarship.
* Any semester with no course enrolment will extend the duration to complete the program. No scholarship payments will be made for study beyond the maximum scholarship duration as indicated above.
* Be mindful of enrolment due dates following a semester of no enrolment, and carefully plan your enrolment over the remaining years of your program to ensure compliance with the scholarship terms and conditions, particularly relating to maintaining a full-time enrolment each semester.

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| **Declaration** | | | |
| I understand that:  I will not be in receipt of any scholarship payment for the semester/s of scholarship interruption.  Not studying for one or two semesters may affect program planning and future study loads, and it is my responsibility to ensure I structure my program to continue to meet the terms and conditions of the scholarship.  There is a maximum duration of scholarship funding and if future study load and program planning is affected I may have some study remaining for which I will not be in receipt of the scholarship. | | | |
| **Signature:** |  | **Date:** | Click or tap to enter a date. |
| **Submit this form to:** [westernciv@uq.edu.au](mailto:westernciv@uq.edu.au) | | | |

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| --- | --- | --- | --- | --- |
| **Office Use Only** | | | | |
| Approved  Not Approved |  |  | | Click or tap to enter a date. |
| **Associate Dean (Academic) Signature** | **Associate Dean (Academic) Name** | | **Date** |
| **Reason (if applicable)** | | | | |
|  | | | | |
| Notified UQ Scholarships Office | | **Date:** | Click or tap to enter a date. | |