



Presentation Foundation Bursary Program

Framework

Purpose

The Bursary Program's purpose is to provide financial assistance to students who meet specific criteria, through providing a 50% tuition fee discount, ensuring equitable ongoing access to a Presentation education in WA.

Guiding Principles

- **Equity:** Support students based on demonstrated financial need.
 - **Transparency:** Clear criteria and processes for both applicants and decision-makers.
 - **Confidentiality:** Protect the privacy of applicants and their families.
 - **Accountability:** Ensure responsible use of Foundation funds
 - **Mission Alignment:** Prioritise applicants who demonstrate alignment with the Presentation values.
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Eligibility Criteria

Applicants must:

- Be a currently enrolled student of a WA Presentation School, and have been attending the school for at least six months.
 - Not be the current holder of another bursary
 - Demonstrate financial need via the application form and provide completed documentation
 - Meet criteria around school-standards as defined by the individual school
 - Demonstrate a commitment to Presentation values within the school
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Application Process

1. **Application Opens** – the program opens to families for applications on 2 June 2026 and is open for 4 weeks
2. **Submission Requirements:**
 - Completed bursary application form returned to the Presentation School by 30 June 2026
 - Supporting documents (tax returns, Centrelink documents, etc.) to be submitted alongside the application form
3. **Submission Deadline to schools** – 30 June 2026
4. **Shortlisting within schools** – individual school Principals review and submit a shortlist of maximum three applications to the Foundation by 24 July 2026
5. **Foundation decision-making period** – Iona Presentation Foundation holds Distribution and Impact Subcommittee, and Board meetings in August 2026
6. **Notifications** – families are notified of the outcome by 30 September 2026

Assessment & Decision-Making

Initial shortlist is decided by individual school Principals and submitted to the Iona Presentation Foundation for assessment. Principals can submit up to three applications, but can submit less than three if there are not enough applications that meet the criteria or are deemed suitable.

Assessment Panel - Iona Presentation Foundation Distribution and Impact Subcommittee.

Evaluation Framework:

Criteria	Weight
Demonstrated financial need	80%
Commitment to Presentation values in the school	20%



Decision Protocol

- Initial shortlist of up to three applicants is provided to the Foundation by individual Presentation Schools.
 - Distribution and Impact Subcommittee meets to review applications and provide recommendations to the Board.
 - Final approval from Iona Presentation Foundation Board on the recommended candidates.
 - Foundation Executive Officer to liaise with Presentation schools to notify of outcomes.
 - Individual Presentation schools notify families with letter and acceptance terms & conditions by email with Foundation copied in
 - Record decisions and rationale confidentially in Foundation record-keeping.
 - The decisions are final and there is no appeals process
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Notification & Acceptance

- Families are notified in writing by email.
 - Award letter includes:
 - Value of the bursary and any exclusions e.g. school levies
 - Expectations, for example conduct, contribution to the promotion of the bursary program through the provision of a testimonial, commitment to Presentation values and so on.
 - Recipients must formally accept terms in writing.
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Review & Renewal

- Bursaries are awarded for a single academic year only.
 - Recipients may submit a new application in subsequent years; however, all applications will be considered afresh and assessed against the prevailing eligibility criteria and available funding.
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Oversight & Reporting

- Annual report to the Foundation Board on the details of the Program
 - Bursary recipients to be strongly encouraged to provide a testimonial (anonymised if preferred) for donor communications and impact reporting.
 - Program review annually in the initial years.
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Risk & Ethics Considerations

- Declare and manage conflicts of interest.
- Maintain fairness in allocation regardless of race, religion, or personal relationships.
- Individual schools shortlist candidates with no Foundation oversight; in the current framework as the students are currently enrolled there is less risk here