

AUSTRALIAN INSTITUTE
of COMPANY DIRECTORS

Elevate your performance

Company Directors Course Scholarship



Setting your director journey on the right path

Our *Company Directors Course* is a comprehensive and credible learning program for directors, and is considered the benchmark qualification for directors in Australia.

We are offering two partial scholarships to high calibre applicants from the Hilltops, Upper Lachlan Shire, Yass Valley, Goulburn, Queanbeyan-Pallerang (excluding Queanbeyan Metropolitan area), Eurobodalla, Snowy Monaro and Bega Valley regions for the *Company Directors Course* in Canberra January 8, 17 or March 21.

The scholarship will cover 50 per cent of a the *Company Directors Course* fee. As this is a partial scholarship your investment will be \$3,600.00, which will be payable upon accepting the scholarship. Travel and accommodation will not be provided.

We recognise the importance of supporting regional directors and members with a focus on delivering events and education courses locally, and understanding local needs and issues.

Scholarship selection criteria

Applicants must:

- Be a manager, director of, or employed as a senior executive by their organisation
- Have basic financial literacy
- Provide two professional references who can support your capacity to undertake the program
- Demonstrate that the successful completion of the program will benefit their organisation and broader community
- Outline how they will contribute to the learning of other participants as this is a highly engaging course
- Complete the assessment requirements of the course
- Be an Australian citizen and reside and work within the specified region
- Be a current member or willing to become a member of the Australian Institute of Company Directors

Scholarship application

Applicants must complete the attached scholarship application and submit it to the Australian Institute of Company Directors by 5pm AEDT Wednesday 13 December 2017.

Applications should be sent to:

ACT Division

Australian Institute
of Company Directors

GPO Box 1371
Canberra
ACT 2601

t: 02 6132 3200

e: act@aicd.com.au

We will acknowledge all applications when they are received.

Announcement of the scholarship recipients will be made on Monday 18 December 2017 and the successful applicants must be available to attend the course in Canberra on either January 8, 17 or 21 March 2018.

Please be advised that AICD will short-list candidates, based on the eligibility and selection criteria. Applications will be reviewed, and scholarships awarded by the selection committee. No further review or discussion of applications will be entered into.

Personal details

Name

Current position

[Insert the position most relevant to application if you have more than one directorship]

Telephone

Email

Postal address

Practical experience

Details of any
board experience

[With respect to each directorship – please include the year(s) that the directorship position was held; the type of directorship – executive/non-executive; the name of the company; the type of company (NFP, Government, Public, Private organisations etc) and an indication of the size of the company’s operations – e.g. 1999–2003, Non-executive Director of XYZ, Not-for-Profit supporting xxx stakeholders/revenue of xxx]

Details of any experience as
a senior manager/executive
(reporting to an executive
director/board)

[Please briefly describe your experience including the name of the organisation, your position, who you reported to, your responsibilities, period of time you held the position etc]

Details of any experience as a professional adviser directly to boards or CEOs

[Please briefly describe your experience including who you worked for, your position, the names of some of the companies who you have advised, the period of time you have been involved in advising boards/CEOs]

Other relevant practical experience

[Insert details e.g. Senior Government positions]

[Insert details and extent of leadership and management experience – number of people, name of organisation etc]

Other selection criteria and relevant information

Financial literacy

Please provide a statement outlining your financial literacy.

Contributing to your organisation, the economy and society

Why have you applied for this scholarship?

[Please comment on how completing this program would help you enhance your skills as a director, make a more valuable contribution to the governance of your organisation and/or have a lasting, positive impact to a sector of the economy/society]

Contributing to group discussion

Comment on how you would seek to add value to group discussions during the program facilitation.

Directorship career aspirations

Comment on what you hope to achieve long-term in your directorship career.

Achievements/Awards

[Insert details e.g. other achievements, appointments, awards etc]

Confirm your time commitment and completing the assessment

[Please tick]

I commit to completing any required pre-reading and to attend the program in full

I commit to completing the assessment tasks

Confirm your willingness to be profiled

[Please tick]

I agree to be profiled in Company Director magazine after completing my program, and/or providing a testimonial for other marketing collateral (e.g. website)

Interests

[e.g. some of your interests/hobbies which you may discuss socially with other directors]

Academic qualifications**University/professional qualifications (country and year of completion)**

[Please list. e.g. '1986 – Bachelor of Commerce']

Other relevant academic qualifications (qualification provider, country and year of completion)

[Insert details, including course provider and course name]

Referee contact one:

Name and contact details
for referee (preferably
a current member of
the Australian Institute
of Company Directors)

[Please provide the following details of your referee who can support your application]

Name:

Email:

Phone:

Please state your professional relationship:

Referee contact two:

Name and contact details
for referee (preferably
a current member of
the Australian Institute
of Company Directors)

[Please provide the following details of your referee who can support your application]

Name:

Email:

Phone:

Please state your professional relationship:

I have read, understood and agree to the cancellation policy, privacy consent and the other terms on this form.

Signed:

Date:

Privacy statement

Scope This notice applies to members and non-members who apply for events, courses and purchase services. **Uses and disclosures (sharing)** We use the information we collect in this form to enable us to provide the event, course or service you are seeking. We only use or disclose information of a sensitive nature (such as dietary or mobility requirements, health information) to process your application and to meet your requirements. We don't disclose course results unless you agree to it or we are required or authorised by law to provide it (for example, for an ASIC investigation). We use information in this form (from members and non-members), and records of your interactions with Company Directors, to provide information and services aligned with your specific needs and interests and (for members) to record Director Professional Development. Unless the event, course or services is of a confidential nature, we disclose limited information about participants under strict conditions to sponsors and potential sponsors. This information includes; name, title and organisation. We use sound and image recordings of events and some courses for quality and promotional purposes. **Overseas disclosures** Some of our contracted service providers are located in other countries including US, UK and Singapore. We take reasonable steps to ensure these service providers do not breach the Australian Privacy Principles (APPs). **Guests/partners** If you give us information about partners or guests give them the details of this notice. **More information and your rights and choices** Unless you opt-out (by contacting Company Directors – details below) we: publish membership milestones (for example, graduation from a course) in our Company Director Magazine; and send you marketing communications with offers of benefit to you from Company Directors and selected partners (via a range of means) until 12 months after you cease to be a member or your last interaction with us. For more about our information handling practices including how you can ask for access to and correction of the personal information we hold about you and how to make a complaint see our privacy policy at w:companydirectors.com.au/General/Privacy-Policy

Cancellation policy

All cancellations and transfers must be advised in writing. Charges for cancellations and transfers will be applied, as stated below, to cover our fixed cost commitments and administration costs. In the event of a cancellation or transfer, all course notes must be returned prior to any refunds being provided. **More than 28 days prior to the course start date:** Cancellation and transfers permitted with no charge. **28-15 days prior to the course start date:** Cancellations – A cancellation charge of 45% of the total course fee applies; Transfers – No transfer permitted. 14 days or less prior to the course start date: Cancellations – no refund; Transfers – not permitted.

Disclaimer

All details were correct at the time of printing. We reserve the right to make changes to the course without notice where necessary. Australian Institute of Company Directors ABN 11 008 484 197.

For further information or to enrol please contact

ACT Division

Ground Floor
Pharmacy Guild House
15 National Circuit
Barton ACT 2600

t: 02 6132 3200

e: act@aicd.com.au