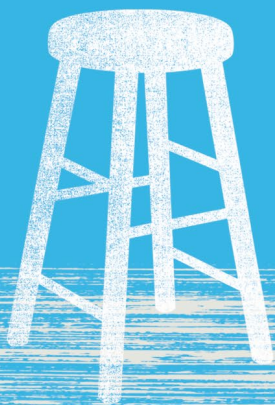


# Elevate your performance

*Company Directors Course*



# Setting your director journey on the right path

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**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 one full scholarship to a high calibre applicant from Regional Queensland to undertake the *Company Directors Course correspondence* to be enrolled prior to 1 December 2018.

The scholarship will cover attendance and materials only.

The correspondence format is ideal for those not available to attend face-to-face sessions to complete in their own time within a six month period. Participants have the opportunity to study at their own pace, when it suits them.

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
- Have the support of their organisation as shown by a letter of support from their CEO, or, if the applicant is the CEO, from the Chair of the organisation's Board of Directors
- Provide a referee who can support their capacity to undertake the program
- Demonstrate that the successful completion of the program will benefit their organisation and broader community
- Commit to completing the assessment requirements of the course
- Be an Australian citizen and reside and work within the postcodes 4655 to 4895
- 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 send it to us by Friday 7 September 2018.

Applications should be posted or emailed to:

**Melanie Mayne-Wilson GAICD**  
State Manager, QLD  
Australian Institute  
of Company Directors  
GPO Box 73  
Brisbane QLD 4001

**t:** +61 7 3222 5500  
**e:** [MMWilson@aicd.com.au](mailto:MMWilson@aicd.com.au)

*We will acknowledge all applications when they are received.*

Announcement of the scholarship recipient will be made on Friday 21 September 2018 and the successful applicant must be available to enrol in the course prior to 1 December 2018.

The scholarship is not transferable to any other courses or dates. The scholarship is forfeited if the successful applicant does not attend the course on the advised dates. Our standard cancellation policy is not applicable.

## Personal details

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**Name**

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**Current position**

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

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**Organisation**

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**Telephone**

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**Email**

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**Postal address**

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## Practical experience

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**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 xxxx stakeholders/revenue of xxx]*

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**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]*

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**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 that you have advised, the period of time you have been involved in advising boards/CEOs]*

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**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]*

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**Other selection criteria and relevant information**

**Financial literacy**

*Please provide a statement qualifying your financial literacy.*

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**Contributing to your organisation, the economy and society**

*Why have you applied for this scholarship?*

*[Please comment on how completing this program will 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]*

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

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**Achievements/Awards**     *[Insert details e.g. other achievements, appointments, awards etc]*

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**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    

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**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)    

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**Interests**     *[Please list some of your interests/hobbies which you may discuss socially with other directors]*

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## Academic qualifications

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

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

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

*[Insert details, including course provider and course name]*

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## Testimonial contact

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

*[Please include the name and contact details of the person who has supported your application and comments above]*

Name:

Email:

Phone:

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

Signed:

Date:

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#### 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](http://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 – A transfer fee of 25% of the total course fee applies to all transfer requests (substitutes accepted up to one week prior to the program at no additional fee). If a participant transfers to another course delivery format, the difference in course fees is to be paid. 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 event without notice where necessary.  
Please keep a copy. Australian Institute of Company Directors ABN 11 008 484 197.

For further information or to enrol please contact

**Queensland enquiries**

GPO Box 73

Brisbane QLD 4001

**t:** +61 7 3222 5500

**e:** [qld@aicd.com.au](mailto:qld@aicd.com.au)

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