

Queen Elizabeth College Educational Foundation Trust
Staff Professional Development Scholarships

Scholarship Information:

1. Professional Development Scholarships are to be used to provide financial assistance to individual staff of the School for professional development. This may include assisting staff to attend subject conferences, assistance with fees for tertiary papers, or visits to schools to explore specific programmes. Travel, accommodation and registrations are examples of items that may be applied for.
2. The Trust will allocate annually a specified amount to be available.
3. The Trust will monitor applications over time to encourage the allocation of scholarships across the essential learning areas.
4. A completed application form along with relevant supporting information should be submitted to the Secretary of the Trust at least two weeks prior to the next scheduled meeting of the Trust.
5. Applications will be considered at the next scheduled meeting of the Trust and may involve staff attending the meeting to answer any questions.
6. The applicants will subsequently be informed of the decision made by the Trust.
7. Staff members receiving this Scholarship will be expected to furnish a written report to the Trust.

Queen Elizabeth College Educational Foundation Trust Application for Professional Development Scholarship

Applicant Information:

Name _____

Position _____

Teaching Subject(s) _____

What is the application for? (Please attach any relevant flyers or registration forms.)

How does this professional development meet the strategic direction of the school?

Amount Applied for: _____

What does this cover? _____

(Please include a cost breakdown) _____

I understand I will be expected to write a report to the Queen Elizabeth College Educational Foundation Trust on the Professional Development this scholarship cover.

Signed: _____

Date: _____

TRUST USE:

Amount Approved: _____

To cover the following items _____

Signed: _____

Date: _____

The Queen Elizabeth College Educational Foundation Trust reserves the right not to award a scholarship