# Scholarship Application Form

I hereby apply for an AIM Scholarship. My details are as shown below.

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| --- | --- | --- | --- | --- | --- |
| Personal Details | | | | | |
| **Title** | **Given Names** | | | **Surname** | |
| **Home Address** | | | | | |
| **Suburb** | | **State** | | | **Post Code** |
| **Office Address** | | | | | |
| **Suburb** | | **State** | | | **Post Code** |
| **Home Phone** | | **Work Phone** | | | **Mobile** |
| **Email** | | | | **Date of Birth** | |
| **Are you an Australian citizen?**  **Yes /**  **No**  Is English your first language\*? Yes/No | | | **Are you a permanent resident?**  **Yes /**  **No** | | |
| **Is English your first language\*?**  **Yes /**  **No** | | |  | | |

\*If the applicant’s first language is not English, they must show the achievement of at least 6.5 overall and 6.0 in the writing of IELTS (or equivalent test).

## EMPLOYMENT HISTORY

Outline your employment history. List the name of the organisation/s, the dates of your employment and the position/s you held or currently hold

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| **Employer** | **Dates (From / To)** | **Position Held** |
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# AIM Scholarship Application (Cont.)

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| Scholarship Details | |
| **FOR WHICH SCHOLARSHIP ARE YOU APPLYING?**  Please select **up to two choices**. | |
|  | New Supervisor |
|  | Project Management Fundamentals |
|  | Effective Business Writing |
|  | Emotional Intelligence in the Workplace |
|  | Finance for Non-Finance Managers |
|  | Effective Communication |
|  | Young Manager Program |
|  | Dealing with Difficult Situations |
|  | Negotiating Skills |
|  | Time Management |
|  | Professional Presentations |
|  | Women: Positioned for Leadership |

|  |  |
| --- | --- |
| Applicant’s Name | |
| Applicant’s Signature | Date       /       / |

## Academic and Other Qualifications

List the details of the qualifications you hold or for which you are currently studying.

Attach certified copies of transcripts giving subject details and results.

|  |
| --- |
| List details of the institution and the date you obtained your qualification/s; or the date you commenced your studies and the planned completion date. |

# AIM Scholarship Application (Cont.)

## STUDY OBJECTIVES

Please describe briefly why you have chosen to apply for an AIM Scholarship. Specifically focus on your preferred outcomes and the benefits both to yourself and your organisation.

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| **Benefits to yourself as a manager:** |

|  |
| --- |
| **Benefits to your organisation:** |

# AIM Scholarship Application (Cont.)

## Contribution to the management and broader community

Please describe how you intend to use the receipt of this scholarship and completion of studies to benefit the management and broader communities.

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| --- |
| **Benefits to the Management Community:** |

|  |
| --- |
| **Benefits to the Broader Community:** |

# AIM Scholarship Application (Cont.)

## Referees

You will require **two referees** to support your ability and background. Each referee will be asked to complete a brief report on your strengths and weaknesses in the following areas:

|  |  |
| --- | --- |
| * Intellectual ability | * Ability to analyse |
| * Leadership qualities | * Oral communication skills |
| * Maturity | * Written communication skills |
| * Ability to work with others | * Initiative |
| * Self-confidence | * Motivation for postgraduate study |
| * Reliability | * Completion of projects |
| * Capacity for original thought |  |

The Referee Reports must be attached to this application form.

## APPLICATION CHECKLIST

Please check that you have included the following items in your application:

Completed and signed application form

Certified transcripts of any tertiary education

Two completed referee reports

Completed applications must be marked confidential and posted, faxed or emailed to:

**AIM Scholarship Panel**  
PO Box 200  
Spring Hill Qld 4004

Fax: (07) 3832 0961  
Email: scholarship@aimqld.com.au

**Please note:**  
It is the applicant’s responsibility to arrange for the completion of the two referee reports and to include the reports in their application. Applications which do not contain two completed referee reports cannot be considered by the AIM Scholarship Panel.

# AIM Scholarship Application (Cont.)

## Confidential Referee Report

You will need one copy of this report for each of your two referees.

**INSTRUCTIONS TO APPLICANT**

Please complete the sections listed on this page of the Application Form and provide a copy of the Referee’s Report to each of your two referees for completion.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Applicant Details | | | | |
| **Title** | **Given Names** | | **Surname** | |
| **Home Address** | | | | |
| **Suburb** | | **State** | | **Post Code** |

## Referee **Details**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Referee 1 | | | | |
| **Title** | **Given Names** | | **Surname** | |
| **Contact Address** | | | | |
| **Suburb** | | **State** | | **Post Code** |
| **Telephone** | | **Mobile** | | **Fax** |
| **Email** | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Referee 2 | | | | |
| **Title** | **Given Names** | | **Surname** | |
| **Contact Address** | | | | |
| **Suburb** | | **State** | | **Post Code** |
| **Telephone** | | **Mobile** | | **Fax** |
| **Email** | | | | |

# AIM Scholarship Application (Cont.)

## INSTRUCTIONS TO REFEREE

Please complete the sections listed below.

Referee's full name:

How long have you known the applicant?

In what capacity have you known the applicant?

Please complete the following table, comparing the applicant with others you have known during your professional career:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Exceptional  (Top 2%)** | **Very Good  (Top 10%)** | **Above Average (Top 30%)** | **Average   (Top 50%)** | **Below  Average (Top 60%)** | **Unknown** |
| Intellectual ability |  |  |  |  |  |  |
| Leadership qualities |  |  |  |  |  |  |
| Maturity |  |  |  |  |  |  |
| Ability to work with others |  |  |  |  |  |  |
| Self-confidence |  |  |  |  |  |  |
| Reliability |  |  |  |  |  |  |
| Capacity for original thought |  |  |  |  |  |  |
| Ability to analyse problems |  |  |  |  |  |  |
| Oral communication skills |  |  |  |  |  |  |
| Written communication skills |  |  |  |  |  |  |
| Initiative |  |  |  |  |  |  |
| Motivation for  postgraduate study |  |  |  |  |  |  |
| Completion of projects |  |  |  |  |  |  |

# AIM Scholarship Application (Cont.)

In relation to the applicant’s management potential, please indicate the applicant’s major strengths and areas for improvement.

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| --- | --- |
| **Strengths** | **Areas for Improvement** |
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| **Other comments relevant to the applicant’s ability to undertake management studies:** |

Please attach a statement containing any additional information, which may help the panel with its decision.

# AIM Scholarship Application (Cont.)

## INSTRUCTIONS TO REFEREE

Please complete the sections listed below.

Referee's full name:

How long have you known the applicant?

In what capacity have you known the applicant?

Please complete the following table, comparing the applicant with others you have known during your professional career:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Exceptional  (Top 2%)** | **Very Good  (Top 10%)** | **Above Average (Top 30%)** | **Average   (Top 50%)** | **Below  Average (Top 60%)** | **Unknown** |
| Intellectual ability |  |  |  |  |  |  |
| Leadership qualities |  |  |  |  |  |  |
| Maturity |  |  |  |  |  |  |
| Ability to work with others |  |  |  |  |  |  |
| Self-confidence |  |  |  |  |  |  |
| Reliability |  |  |  |  |  |  |
| Capacity for original thought |  |  |  |  |  |  |
| Ability to analyse problems |  |  |  |  |  |  |
| Oral communication skills |  |  |  |  |  |  |
| Written communication skills |  |  |  |  |  |  |
| Initiative |  |  |  |  |  |  |
| Motivation for  postgraduate study |  |  |  |  |  |  |
| Completion of projects |  |  |  |  |  |  |

# AIM Scholarship Application (Cont.)

In relation to the applicant’s management potential, please indicate the applicant’s major strengths and areas for improvement.

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| --- | --- |
| **Strengths** | **Areas for Improvement** |
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| **Other comments relevant to the applicant’s ability to undertake management studies:** |

Please attach a statement containing any additional information, which may help the panel with its decision.