

INDIVIDUAL STUDENT SPONSORSHIP PROCEDURES

Responsibilities of students applying for sponsorship

1. Determine whether you meet the criteria to apply for student sponsorship.
2. Download, complete and submit the student sponsorship application form.

Student sponsorship applications may be submitted throughout the year until Friday 15 November 2019. The Monash Business School will consider applications as they are received and sponsorship will depend on funding available at the time.

3. Abide by the rules, criteria and conditions as specified in the Student Sponsorship Policy.
4. Represent the Monash Business School and conduct yourself in a professional manner whilst attending the sponsored event.
5. Submit a report within one month of attending the event. The report should be a summary of the sponsorship conditions achieved and set out how both you and the business school has benefited from the experience. Sponsorship recipients are encouraged to accompany the report with any relevant photos which may then be used for Monash Business School promotional purposes.

The report will be forwarded to the Monash Business School marketing area and you may be contacted for marketing/promotional purposes.

Responsibilities of the Monash Business School

1. Ensure information regarding the sponsorship policy, procedures and application form are accessible to students.
2. As necessary, provide advice and guidance to students on the application process.
3. Applications to be forwarded to the Dean, Deputy Dean, Education, Faculty Manager and Senior Management Account (or their nominees) as they are received for consideration. Sponsorship will depend on funding available at the time.
4. Notify the student of the outcome via their Monash student email account.
5. Submit an annual report to Faculty Board on the distribution and use of the sponsorship funds.