



CHECKLIST FOR APPLICANTS

To help us, and to help your application:

1. Be on time – make sure we receive your Application by the due date;
2. Be complete. Check you have supplied all the information requested on the Application Procedures page;
3. Use the correct forms – as downloaded from the Website;
4. Post your application. We do not accept emailed or facsimiled applications;
5. Give your referees time – don't leave these Reports to the last minute;
6. We need to be able to contact you. Please provide us with personal email and postal details where we can contact you promptly and easily;
7. If your circumstances change [e.g. change in course of study/ receipt of other scholarships/move away from the Gold Coast], please contact us in writing immediately.

Contact details:

POSTAL

The Awards Officer
GWQ Gold Coast Branch
P.O. Box 146
Chevron Island
QLD 4217

EMAIL [Enquiries regarding Awards] – Carole Crowther
fellowshipsgc@graduatewomengoldcoast.org.au