

Wishlist CEOs Academic Scholarship 2026 GUIDELINES

PLEASE READ THE FOLLOWING INFORMATION CAREFULLY

Incomplete applications will not be accepted

INTRODUCTION

The inaugural Wishlist CEOs Academic Scholarship is awarded to one Sunshine Coast Health (SCH) staff member to elevate their professional development in healthcare. The scholarship honours Wishlist's former Chief Executive Officer of 23 years, Lisa Rowe, and current Chief Executive Officer, Brendan Hogan. The \$5000 award will enable an SCH staff member to participate in relevant Undergraduate or Post Graduate studies offered through university or the VET sector.

WHAT IS THE PROCESS FOR DETERMINING WHO WILL RECEIVE FUNDING AND HOW MUCH?

- A multi-disciplinary sub-committee from the Study, Education and Research Trust Fund (SERTF) team reviews all applications.
- Each application is assessed against the criteria in the application form including the information provided by your cost centre manager/ supervisor/ or head of division.
- Subsidy is allocated based on the number of applications received, how well the application meets the criteria and the level of support from your supervisor.

WHAT HAPPENS THEN?

These recommendations are then forwarded to the Wishlist Board for final approval. When final approval is received applicants will be notified via their work email. This process may take approximately 1-2 months after the closing date.

IS THERE ANYTHING THAT WON'T BE FUNDED?

- Courses which are being run as Organisational Development
- Hardware
- Salary costs or backfill
- Funds are not available for pre-existing HECS fee

WHAT IS THE MAXIMUM AMOUNT OF SUBSIDY AVAILABLE?

The Wishlist CEOs Academic Scholarship is \$5,000.00 for one successful applicant.

APPLICATIONS

DO I NEED TO SEND ANYTHING WITH THE APPLICATION PACKAGE?

You will need to attach all available information about the support you are requesting. Please ensure this information is relevant and concise. The information could include:

- Brochure/ Flyer from facility conducting the course/ conference/ workshop/ seminar etc
- Details of education/ study/ professional development
- Proposals (ie research proposal)
- Details as to how you have arrived at the amounts being requested if this is not clearly defined in flyers etc (ie quotations for travel and accommodation)

To support your selection criteria responses:

- Details of current position responsibilities
- Examples of quality improvement
- Examples of personal development
- Examples of ways you have, or could, disseminate knowledge
- Ways in which previous course/ conference/ workshop/ seminar assistance has been disseminated throughout your unit and/or the organisation
- Letters of recommendation/ support from other team members, peers or supervisors supporting this application and indicating its relevance to the selection criteria (in addition to the information requested in this application package)

Please attach any documentation you feel may assist the selection panel in reviewing your application to make an informed decision. **Keep supporting information relevant and concise.**

IS THERE ANYTHING ELSE TO CONSIDER?

Applicants need to apply using the application package attached, including supporting documentation. Please note the items listed above that may comprise supporting documentation. Incomplete packages, or packages received after the closing date, will not be considered and will be returned.

WHERE DO I RECEIVE FURTHER INFORMATION?

Read the package carefully. Talk to your supervisor. If you still have unanswered questions you may direct them to Wishlist on 5202 1777 or info@wishlist.org.au

CRITERIA FOR SUPPORT

Funding will be allocated in line with application merit as assessed by the panel against selection criteria, organisational priorities and funding available.

No negotiation or correspondence will be entered into regarding the decision of the panel.

LEAVE

Accessing paid leave to attend the approved study will be at the discretion of your Cost Centre Manager/ Supervisor, and this should be negotiated with the relevant Cost Centre Manager / Supervisor prior to application. Indication of access to leave must be included with application. If paid leave is not sought, or is sought and not supported, by the Cost Centre Manager/ Supervisor indication should be made as to alternative arrangements that may be put in place (ie completion in own time, leave without pay, annual or long service leave).

NOTIFICATION

SUCCESSFUL APPLICATIONS - FUNDS

You will receive notification of the receipt of your application via email. Please ensure you retain the Receipt number in case you need to contact Wishlist. If you do not receive notification you must assume it has not been received. In this case please contact Wishlist 5202 1777.

Funds will be made available via EFT payments to your nominated bank account or directly to the course, workshop, conference, seminar organisation or facilitator. Please note if you require reimbursement of fees, receipts and proof of completion must be provided before funds will be made available.

By completing this application form you are giving Wishlist permission to use your name and the amount granted towards your training for promotional purposes, including on the Wishlist website.

All applications must be completed via the link on the Wishlist website

www.wishlist.org.au

Only online applications can be accepted. If you experience any issues submitting the application, please contact Wishlist at info@wishlist.org.au or call 5202 1777.