

Supervisor or Head of Department Support Statement

Template for scholarship applications requiring academic endorsement

Purpose of this template

This template may be used where a scholarship application requires a supervisor, Head of School or equivalent academic endorsement. It is intended to support consistent, transparent and policy-aligned use of support statements across Faculty scholarship processes.

Suggested wording for application forms and committee materials

The supervisor or Head of Department statement is required to confirm academic support, feasibility and relevant contextual information. It is not a scored component of the application and will not be used to rank applicants. Assessment will be undertaken against the published eligibility and selection criteria.

Structured endorsement template

Please complete the following endorsement to confirm the relevant academic, feasibility and contextual matters for this application.

Item	Response
Applicant name	
Student ID	
Scholarship or award name(s)	
Supervisor / Head of Department name	
School / Department	

Confirmation statements

Please confirm the following. Select Yes or No and add brief comments if required.

Confirmation	Yes / No / Comments
The applicant is undertaking the research, study or activity described in the application.	Comments if required:
The proposed activity is academically relevant and feasible.	Comments if required:
The timing is appropriate in the context of candidature, study or project requirements.	Comments if required:
Any relevant resource, supervision or departmental considerations have been noted.	Comments if required:

Supervisor or Head of Department Support Statement

Optional contextual comments

Please provide any brief contextual comments relevant to the application, including feasibility, supervision arrangements, timing, or departmental considerations. Comments should be factual and relevant to the published eligibility and selection criteria.

Contextual comments:

Declaration

I confirm that the information provided in this endorsement is accurate to the best of my knowledge and is provided for the purpose of confirming academic support, feasibility and relevant contextual information. I understand that this endorsement is not a scored component of the application and will not be used to rank applicants.

Declaration item	Response
Name	
Position	
Signature	
Date	