Northern Territory Board of Studies student awards policy

|  |  |
| --- | --- |
| **Document title** | Northern Territory Board of Studies student awards policy |
| **Contact details** | Northern Territory Board of Studies secretariat |
| **Approved by** | Quality Teaching and Learning |
| **Date approved** | July 2020 |
| **Document review** | April 2021 |
| **TRM number** | 50:D20:88213 |

|  |  |  |  |
| --- | --- | --- | --- |
| Version | Date | Author | Changes made |
| 1.0 | November 2013 | NTBOS | New policy |
| 1.1 | 03 March 2020 | Operational Policy Coordination Unit | Update in terminology and NTG template |
| 1.2 | 15 September 2020 | Operational Policy Coordination Unit | Minor update to meet NTG publishing standards |

|  |  |
| --- | --- |
| Acronyms | Full form |
| NTBOS | Northern Territory Board of Studies |
| NTCET | Northern Territory Certificate of Education and Training |
| NTG | Northern Territory Government |
| SACE | South Australian Certificate of Education |
| TRM | Territory Records Manager |

The Northern Territory Board of Studies (NTBOS) administers the awarding of prizes to students who demonstrated exceptional achievement in particular Northern Territory Certificate of Education and Training (NTCET) Stage 2 South Australian Certificate of Education (SACE) Board accredited subjects. Awards are based on students’ Stage 2 results.

This policy applies to requests for sponsorship of NTBOS awards. The awards are presented at the annual NTBOS award ceremonies.

# Policy

* NTBOS awards are available to students across all sectors, government and non-government
* individual awards are donated by members of the Northern Territory (NT) community
* when considering requests for additional awards, the NTBOS will:
  + ensure awards are relevant to the board’s areas of activity
  + determine selection criteria - NTCET results or panel
  + decide if the award category is relevant
  + determine eligibility – for example, is there already existing representation?
  + be clear on the monetary value of the award
  + ensure the prizes awarded to individual students in particular subjects are in the list of approved awards
  + conduct an approval process
  + provide endorsement by the chair and/or Board.

# Business need

NTBOS holds presentation ceremonies in February each year in Alice Springs and Darwin to publically recognise the academic and vocational education and training achievements of outstanding NT senior secondary students.

The number of awards and requests for new awards has consistently grown over the years. A policy is required to ensure that award ceremonies are kept manageable.

# Scope

The policy applies, but is not limited to, requests from individuals, associations, government and non-government sectors and industry, for the creation of new awards.

# Roles and responsibilities

* Chair and/or Board will endorse/not endorse award requests.
* Executive Officer will maintain a record of awards and update the record as required.