**LETTER OF EMPLOYER SUPPORT**

**Standard (Fee Sponsorship)**

(To be printed on the Company Letterhead – please delete this line and watermark)

Date

MBA Programme Director

Faculty of Business & Law

Curtin University

**Re: Women in MBA Scholarship Application**

Dear Curtin Graduate School of Business,

We are writing this letter to support the application of our employee

**<<Insert first name surname of employee>> <<Student ID (if known)>>**for the Women in MBA Scholarship offered by Curtin University.

As part of the terms of the scholarship we agree as follows:

1. **Employer Financial Support – Option 1 – Fee Sponsorship**

In addition to the Curtin Scholarship (40% of the student tuition fees of the Master of Business Administration each trimester for up to 4 years), as the applicant’s employer, we commit to making a minimum employer contribution of at least 20% of the student tuition fees for the MBA each trimester for up to 4 years.

The payment will be made by us as a **Fee Sponsorship** upon receipt of the invoice issued by the Curtin Fees Centre each trimester in accordance with the employee’s enrolment in the relevant trimester.

1. **On the ground**

To provide practical support to enable the applicant to attend class, undertake additional study or group work and complete assignments.

1. **Guidance and advice**

To nominate a senior industry based student mentor to provide support and advice throughout the applicant’s MBA studies and also help the applicant develop a post MBA career pathway.

Sincerely,

Signature

Full Name of Authorising Officer

Position Title

Organisation Name

ABN

P:

F:

E:

Signature

Full Name of Applicant

Position Title

Organisation Name

P:

F:

E: