

**APPLY TODAY!**
**SUBMISSION INSTRUCTIONS**

- Applications close 5 pm on **Friday, 24 May 2019**
- Email the completed form and related documents to [scholarships@tafensw.edu.au](mailto:scholarships@tafensw.edu.au)

**For further information or queries, please contact:**

TAFE NSW Scholarships Team

 E: [scholarships@tafensw.edu.au](mailto:scholarships@tafensw.edu.au)

## SECTION 1: APPLICATION CHECKLIST

Please submit the following documentation:

**Part A** - Applicant information

**Part B** - Faculty endorsement

**Part C** - Teacher endorsement

**Part D** - An application portfolio, which includes:

- a. Current academic transcript showing course results to date.
- b. Applicant portfolio showing:
  - Academic achievements in course competencies
  - Demonstrated commitment to achieving excellence in the field of commercial cookery in Australia
  - Outline of any culinary achievements and/or participation in any competitions or special events
  - Demonstrated capability on how the applicant would be an Australian Ambassador (domestically and internationally)
- c. A letter of reference from the applicant's employer which endorses their application for the scholarship
- d. Proposed study/training or work placement
  - Destination - country, region/ province, city/town/village
  - Name of restaurant or hotel kitchen (venue)
  - Reasons for your choice and expected outcomes and enhancement to career success
  - Attach documented evidence of communication with venue and conformation of their offer
  - Outline of the activities that will be undertaken
  - Proposed itinerary, including travel dates, carrier(s), other transport, proposed length of placement, accommodation etc.
  - Budget outline including estimation of costs based on itinerary items, transport, accommodation, emails, living expenses, training programs tools and equipment, uniforms and any other associated costs.

## SECTION 2: FORMS

### PART A APPLICANT INFORMATION

#### Student details

Family name: \_\_\_\_\_ First/other names: \_\_\_\_\_  
DOB: \_\_\_\_\_ Australian Citizen or Permanent Resident: Yes No  
Address: \_\_\_\_\_  
Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_

#### Employer details

*Please include a letter of reference from your employer, endorsing your application for the scholarship.*

Business Name: \_\_\_\_\_  
Employer/Supervisor Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_

#### Applicant Declaration

- I declare that the information supplied on this form and attached documents are true and correct.
- I authorise TAFE NSW to access details of my enrolment record for the purpose of assessing my application.
- I authorise the release of this application and supporting documents to the panel convened to review all applications for this scholarship.
- I accept the panel's decision cannot be appealed and no correspondence concerning the decision will be entered into.

Sign: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Date: \_\_\_\_\_

Sign: \_\_\_\_\_

Witness Name: \_\_\_\_\_

Date: \_\_\_\_\_

#### Privacy

The information provided by you on this application form and attachments will be used by TAFE NSW for the purpose of administration and determining the award of the Oliver Shaul Scholarship. Provision of this information is essential to determine your eligibility for consideration of a scholarship. Information will be stored securely. If you do not provide all information, then your application may not be eligible for entry.

## **PART B**

### **FACULTY ENDORSEMENT**

*This section must be completed by the Faculty Manager endorsing a student for the Oliver Shaul Scholarship. Only students with a 2018 or 2019 course completion date are eligible for nomination.*

Nominated by (Faculty Manager):

Region and Faculty:

Phone:

Mobile:

#### **Sponsored prize nomination**

TAFE NSW Location:

Award Ref No: **OCSS\_TF1**

Qualification Name:

National Qualification Code:

Student Surname:

Student First Name:

Student ID:

Is student an apprentice?      Yes      No

#### **Employer's details**

Business name:

Contact name:

Address:

Phone:

Mobile:

Email:

## **PART C**

### **TEACHER ENDORSEMENT**

*This section must be completed by the applicant's teacher. Use the ranking scale below to indicate the students level of performance, as well as providing written explanations, please use this section to provide specific examples of demonstrated skills, knowledge and behaviours that indicate the nominee's achievement against the selection criteria.*

#### **Ranking Scale:**

- 0 = Not Yet Competent
- 1 = Satisfactory
- 2 = Recommended
- 3 = Highly Recommended

#### **Personal Information**

Applicant Name:

Teacher Name:

Location:

Phone:

Mobile:

Email:

Sign: \_\_\_\_\_

Teacher Name:

Date:

#### **Selection criteria**

1. Is the above named student progressing toward successful completion of SIT30816 Certificate III in Commercial Cookery as a TAFE NSW trade student (apprenticeship)?

Yes      No

*Comment if required:*

2. Please provide a ranking and comment (using a minimum of two examples) on the applicant's level of achievement across all aspects of the course.

*Comment:*

**Ranking (0-3):**

3. Please provide a ranking and comment (using a minimum of two examples) on the applicant's commitment to the goal of achieving excellence in the field of commercial cookery in Australia.

*Comment:*

**Ranking (0-3):**

4. Please provide a ranking and comment (using a minimum of two examples) on the applicant's capacity to be an Australian goodwill ambassador overseas.

*Comment:*

**Ranking (0-3):**

5. Please provide a ranking and comment on the merit of the applicant's proposed study, training or work placement to be undertaken overseas.

*Comment:*

**Ranking (0-3):**

## **PART D**

# **APPLICANT PORTFOLIO AND SCHOLARSHIP PROPOSAL**

### **I. Applicant Portfolio**

*The following questions provide a template that will guide you through the process of developing a portfolio. Please ensure each question is addressed. The portfolio can be formatted to suit your preferred layout and design. There is no word count or limit for your portfolio.*

Applicant Name:

1. Provide a current academic transcript showing your course results to date. Ask your campus student services team, your teacher or your head teacher for assistance in obtaining this document.
2. Comment on your achievements in commercial cookery course competencies.

*Comment:*

3. By providing statements, examples, testimonials, references or other evidence, describe your commitment towards achieving excellence in the field of commercial cookery in Australia. This may include:

- an explanation of why you chose to study commercial cookery
- details of any culinary achievements
- details of participation in any special events
- details of participation in any competitions and resulting awards, prizes or certificates
- any other relevant information

*Comment:*

4. Australian goodwill ambassadors are people who make a positive impression on people while overseas representing our country. This can occur in the workplace or in any public or social situations, by making a difference to others through friendly communication, acts of kindness, helpfulness, encouraging inclusiveness, embracing diversity and by trying to make a difference.

Describe the attitudes you possess, that would make you a great goodwill ambassador for Australia while overseas. You may also include examples, testimonials, references or other evidence to support your statement.

*Comment:*



## II. Scholarship Proposal

*The following will provide a template that will guide you through the process of developing and documenting the details of your proposed study, training or work placement. The proposal can be formatted to suit your preferred layout and design. There is no word count limitation for the scholarship proposal, but please ensure that each point is addressed.*

Applicant Name:

1. State your proposed destination country, region/province, city/town/village

2. State the name of the restaurant, hotel kitchen or other suitable venue where you will undertake your proposed study, training or work placement and detail your reasons for choosing this particular venue.

This should include the career outcomes or enhancement to career success that you are hoping to achieve through placement at this venue. Please provide visual evidence of the venue such as menu, web address and/or other promotional materials.

If you are intending to undertake more than one placement within the minimum three month duration, provide details for all venues.

Name of restaurant/venue:

Name of restaurant/venue:

Name of restaurant/venue:

*Comment:*

3. Outline the communication you have had with the venue(s).

Name of restaurant/venue:

Name of the contact person:

Phone:

Email:

How initial introductions were made:

Confirmation that they are willing to offer you the proposed study/training or work placement      Yes      No

*Please provide evidence to support this information.*

Name of restaurant/venue:

Name of the contact person:

Phone:

Email:

How initial introductions were made:

Confirmation that they are willing to offer you the proposed study/training or work placement      Yes      No

*Please provide evidence to support this information.*

Name of restaurant/venue:

Name of the contact person:

Phone:

Email:

How initial introductions were made:

Confirmation that they are willing to offer you the proposed study/training or work placement      Yes      No

*Please provide evidence to support this information.*

4. Provide a proposed itinerary including travel dates, potential carrier(s) (i.e. airlines, ships, etc.), other transport, accommodation etc.

5. Provide an estimate of the costs based on the itinerary items, including:

Transport:

Accommodation:

Meals:

Living expenses:

Training programs:

Tools and equipment:

Uniforms:

Other associated costs (please define)

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<b>Estimated Total:</b>
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## SECTION 3:

# CHECKLIST OF REQUIREMENTS (OFFICE USE ONLY)

Application Requirements	Attached? (Y/N)	Comment
1. Completed applicant information (Part A)		
2. A current portfolio (Part D) which includes:		
An academic transcript showing course competencies to date in the final year of commercial cookery as a TAFE NSW trade student (apprenticeship)		
An expression of the applicant's commitment to the goal of achieving excellence in the field of commercial cookery in Australia. This may include: <ul style="list-style-type: none"> <li>An explanation of the reasons for undertaking studies in commercial cookery</li> <li>A description of any culinary achievements and/or participation in any competitions or special events</li> <li>Any other relevant information</li> </ul>		
3. Details of proposed study/training or work placement (Part D), which includes:		
Destination - country, region/province, city/town/village		
Name of venue(s), reasons for choice and expected outcomes and enhancement to career success		
Communication and arrangements made with venue(s)		
Proposed itinerary, including dates, potential carrier(s), other transport, accommodation, training programs		
Estimation of costs based on the itinerary item including transport, accommodation, living expenses, training program tools and equipment, uniforms and any other associated costs.		
4. Endorsement evidence, including:		
A letter of endorsement from the applicant's employer (Part A)		
A completed Faculty Endorsement (Part B)		
A completed Teacher Endorsement (Part C)		
Confirmation from Training Services NSW of completion of apprenticeship/traineeship		