

TAFE NSW INDUSTRY SCHOLARSHIPS EQUITY APPLICATION FORM

CLOSING DATE: 15 FEBRUARY 2019

SELECTION CRITERIA

Applicant to be an Australian citizen or Australian permanent resident

Applicant to be enrolled or intending to enrol and commence study in 2019, either full-time or part-time, in a Nationally Accredited Course from Certificate I level of above in one of the eligible industry areas (please refer to Terms and Conditions for full details).

Applicant to be attending one of the following TAFE NSW locations: Ultimo, Randwick, Petersham, Design Centre Enmore, Sutherland (Gymea and Loftus), Eora Centre, St George, Hornsby, Meadowbank, Northern Beaches, Ryde and St Leonards Colleges

Applicant to demonstrate commitment and motivation to study and to successfully complete the course and gain employment

Applicant to demonstrate educational disadvantage and financial hardship

Applicant to correctly complete this application form and attach all supporting documents indicated



IMPORTANT INFORMATION

Late applications, or applications which are incomplete, will NOT be accepted

If your name on any of your documents is different from your application form, you must provide evidence of name change, for example, marriage, divorce, or change of name certificate

Those short listed may be invited to attend an interview

Please keep a copy of your application and attachments.

All applicants must agree to abide by the decision of the assessment committee and no appeals will be entered into

SUBMIT YOUR APPLICATION BY 5PM FRIDAY 15 FEBRUARY 2019

Email: si.scholarship@tafensw.edu.au

SECTION 1 - PERSONAL DETAILS

Family name:

Other/middle name:

Place of birth (City/Town):

Residential address:


Suburb:

Email:


Phone number:

Residency status:

Australian Citizen

 **Note:** Attach proof of citizenship e.g. birth certificate/passport

Australian Permanent Resident

 **Note:** Attach proof of permanent residency status e.g. passport including visa grant notice

Are you a future student or a current student?

I am a current student continuing/finishing my course

I am a current student wanting to enrol in a new course

I am a new student wanting to enrol in a course

Given names:

Date of birth (dd/mm/yy):

Place of birth (Country):

State:

Postcode:

Student ID number:
(if available)

SECTION 2 - COURSE DETAILS

Course name:

Course number:

Start date:

TAFE NSW location:

End date:

SECTION 3 - FINANCIAL DETAILS


3.1 Have you received a TAFE NSW scholarship before? YES (If YES go to 3.2) NO (If NO go to 3.3)

3.2 What year did you receive the scholarship? How much did you receive?

How did the scholarship support in completing your course?

3.3 Have you applied for or are you currently a recipient of another scholarship/bursary? Yes No
If yes, please provide details.

3.4 Are you currently employed? Yes No

 **Note:** If YES, please attach your last four consecutive payslips

3.5 Are you currently receiving Centrelink benefits? Yes (If YES go to 3.5.1) NO (If NO go to 3.5.2)

3.5.1 Which Centrelink payment/s or benefit/s do you receive?

Parenting payment - sole

Parenting Payment - partnered

Austudy

Newstart Allowance

Disability Support Pension

ABSTUDY

Care Payment

Health Care Card

Rental Assistance

Youth Allowance - living at home (assessed on parent income)

Youth Allowance - living independently (not assessed on parental income)

Other - Please specify

3.5.2 If you are NOT on Centrelink benefits, please indicate the circumstances that have affected your education financial hardship e.g.

Significant caring responsibilities


Disability or long-term medical condition or illness


Sole parent responsibilities

Significant financial difficulties or social barriers to study

Long-term unemployed

Other - Please specify


 **Note:** Please attach a weekly budget highlighting your income and expenses. You may want to use the [EXCEL BUDGET TEMPLATE](#) from the Moneysmart website.

 **Note:** Please attach copies of your latest Centrelink Income Statement

SECTION 4 - SCHOLARSHIP REQUEST

Please provide details of your scholarship request and costs.

Description	Amount \$
	\$
	\$
	\$
	\$

-  **Note:** If you are requesting materials, please attach a detailed list from your teaching section with approximate costs/quotes of the items listed above.
Please note that computer items will only be considered in exceptional circumstances, as the equipment is available at each location. Requests of excessive nature will not be considered.

SECTION 5 - APPLICANT STATEMENT

This section is for you to provide the scholarship assessment committee additional information to assist them in assessing your application. Statements can be provided on an attachment if preferred. (250 - 400 words each response)

Please tell us why you are applying for or studying in your chosen course.

Please describe the circumstances which led you to apply for a TAFE NSW Industry (Equity) Scholarship.

Please tell us how being a recipient of a scholarship will help you with achieving your goals.

If there were no scholarship available, what alternative arrangements do you have in place?

SECTION 6 - REFEREE STATEMENT

Please provide the details of one referee. Examples include your teacher, Head Teacher, TAFE NSW or other registered counsellor, teacher consultant, case worker. **The referee cannot be a family member, relative or friend.**

Please inform the referee that he/she may be contacted by TAFE NSW.

Name:

Position:

Organisation:

Contact number:

Email:

In addition your referee must complete the following referee statement. The referee statement must be dated and signed.

1. Please state your relationship with the scholarship applicant and how long you have known the applicant for.

SECTION 6 - REFEREE STATEMENT

2. Please explain why the scholarship applicant should be awarded an Equity Scholarship.

3. Please describe how the scholarship applicant will use the scholarship.

4. Please tell us how confident you are that the applicant will successfully complete the chosen course of study and why.

5. Please comment on the applicant's capacity to successfully gain employment in the chosen industry.

SECTION 6 - REFEREE STATEMENT

6. Please provide any additional information that will assist the Scholarship Assessment Committee in assessing the applicant's claim for a scholarship.

Date:

Referee full name:

Referee signature:

SECTION 7 - APPLICANT DECLARATION

- I declare that the information supplied by me in this application and attached documents is true and accurate.
- I authorise the scholarship assessment committee to access details of my enrolment and academic record for the purpose of assessing my application.
- I accept that the scholarships assessment committee decision cannot be appealed and no correspondence concerning the decision will be entered into.
- I agree to provide further evidence to substantiate the information provided within my application, if requested.
- I am aware that there are severe penalties for providing false or misleading information and that I may be required to repay monies received to which I am not entitled and have my enrolment terminated.
- I understand that my scholarship payment may affect my Centrelink payment rate and that I am responsible for seeking my own advice. Further information is available on the Department of Human Services website (www.humanservices.gov.au/individuals/enablers/income/30376)
- In signing this declaration, I acknowledge I have read, understand and accept the Terms & Conditions for the TAFE NSW Industry Scholarships, a copy of which was attached to the scholarship application.

Date:

Full name:

Signature:

PRIVACY

The information provided by you on this Application Form and attachments will be used for the purpose of administration and determining the award of the TAFE NSW Industry (Equity) 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.

TAFE NSW INDUSTRY SCHOLARSHIPS

TERMS AND CONDITIONS

1. INTRODUCTION

This document outlines the Terms and Conditions for the Industry Scholarships administered by TAFE NSW – Sydney Region.

You must read these Terms and Conditions in their entirety before you accept your scholarship offer. When you accept your scholarship offer, you are agreeing to and accepting these Terms and Conditions and any other requirements and conditions of your scholarship outlined in your offer letter

2. ACCEPTING YOUR SCHOLARSHIP

All students offered scholarships will receive a scholarship offer pack containing a Scholarship Recipient Agreement (offer letter) and these Terms and Conditions. You will be advised how to accept or reject your scholarship in your offer letter. If you do not complete the acceptance as instructed, your scholarship may be withdrawn and/or reallocated.

3. COMMUNICATION

It is up to you to keep your contact details up to date. All correspondence during the application process will be sent to the email address submitted in your scholarship application. Please provide a valid email address. Check this email account at least weekly and ensure there is space to receive emails.

4. ELIGIBILITY CRITERIA AND CONDITIONS OF SCHOLARSHIPS

Scholarships are awarded based on established eligibility and selection criteria. You must meet the requirements to receive your scholarship payment. The eligibility and selection requirements for industry scholarship are outlined on the website (<https://www.tafensw.edu.au/scholarships>)

Applicants must:

- be Australian citizens or Australian permanent residents
- be enrolled or intending to enrol and commence study in 2019, either full-time or part-time, in a Nationally Accredited Course from Certificate I level or above in one of the eligible industry areas: Architecture; Automotive; Building & Construction; Business Services & Finance; Design; Educational Services; Engineering; Environmental Sustainability; Floristry; Health Care; Horticulture; Hospitality; Information Technology; International Trade; Manufacturing; Maritime; Media; Nursing; Painting & Decorating; Printing & Graphic Arts; Property Services; Refrigeration & Air Conditioning; Retail & Wholesale; Security; Sport & Recreation; Transport & Logistics; Travel & Tourism; Youth Work; Wall & Floor Tiling
- be attending at one of the following TAFE NSW locations: Ultimo, Randwick, Petersham, Design Centre Enmore, Sutherland (Gymea and Loftus), Eora Centre, St George, Hornsby, Meadowbank, Northern Beaches, Ryde and St Leonards Colleges;
- correctly and fully complete the application form

Applicants may apply for more than one scholarship, but will be eligible to hold only one scholarship at a time for the duration of the course. You will be reassessed for eligibility prior to each payment. If TAFE NSW determines that you do not meet the eligibility criteria or scholarship conditions at this or any other time, your scholarship may be suspended, pending further investigation, or terminated.

If you are offered a scholarship, your scholarship details may be passed on to your teaching section and scholarship donor (where applicable). Details of the selection process or reasons you were awarded the scholarship will remain confidential.

4.1 Enrolments requirements

All scholarships are awarded on the basis that you will maintain an active enrolled status in your course of study. Your scholarship may be ceased if your enrolment status becomes inactive.

4.2 Scholarship duration

Scholarships will normally be paid for the duration stated in your offer letter.

4.3 Deferring your scholarship

Scholarships cannot be deferred. The scholarship offer must be taken up immediately. If you wish to defer, you will need to re-apply again at a later date. Please note that there is no guarantee that you will be offered the same scholarship.

4.4 Transferring to another course

If you transfer to a new course, your scholarship cannot be transferred.

4.5 Discontinuing your studies

If you withdraw from your course, your scholarship will cease. If you return to TAFE NSW, you are required to re-apply for scholarships and there is no guarantee that you will be offered the same scholarship.

5. SCHOLARSHIP VALUE AND PAYMENTS

5.1 Scholarship value

The total value of your scholarship is outlined in your offer letter.

5.2 Scholarship payment

Scholarships are not retrospective. The scholarship is paid to assist with course fees and other course-related charges. Your scholarship offer letter will detail all information about payment of your scholarship. You must accept your scholarship offer by the due date, as instructed in your offer letter, to be eligible to receive payment.

You may be required to nominate your personal Australian bank account to which your scholarship money will be transferred in instalments, by direct debit, each semester.

If you do not provide the Scholarship Coordinator with these details by the required date, your scholarship may be ceased. Scholarships will not be paid to cover the fee where there is a need for you to repeat units of competency and additional fees and charges may apply.

6. RETENTION AND ACADEMIC PERFORMANCE

6.1 Retaining your scholarship

To retain your scholarship, you must:

- advise the Scholarship Coordinator of any change to your enrolment, such as (but not limited to) cancellation of enrolment, change of program, etc.
 - maintain enrolment in and satisfactorily attend an approved Nationally Accredited VET Course at TAFE NSW in 2019, either full-time or part-time
 - maintain enrolment at one of the following TAFE NSW locations: Ultimo, Randwick, Petersham, Design Centre Enmore, Sutherland (Gymea and Loftus), Eora Centre, St George, Hornsby, Meadowbank, Northern Beaches, Ryde and St Leonards Colleges;
 - adhere to the TAFE NSW academic and administrative policies including policies regarding student discipline
 - adhere to the terms and conditions within this document
 - meet any additional criteria as outlined in your offer letter and listed on the scholarship web page (tafensw.edu.au/scholarships).

6.2 Course progress

Your attendance and course progress will be reviewed each semester to assess your eligibility for your scholarship. Students who are in receipt of a scholarship may have their scholarship discontinued if they fail to meet satisfactory course progress.

7. CENTRELINK AND TAXATION

TAFE NSW cannot provide you with financial advice on taxation or Centrelink matters. You are responsible for seeking taxation advice regarding your own personal circumstances.

Information is available on the Department of Human Services website (<https://www.humanservices.gov.au/customer/enablers/income>)

8. SCHOLARSHIP DURATION

Your scholarship will end once you have been paid the total scholarship value or your scholarship is terminated under these Terms and Conditions.

If your scholarship is ceased, you will not receive any further payments. You may be required to repay some or all of the scholarship monies paid to you if

- you have failed to provide complete, true and correct information in respect of your application
- you have failed to satisfactorily attend the course or maintain your enrolment without reasonable explanation
- scholarship monies are used for a purpose other than payment of course fees and other related charges.

9. ASSIGNMENT

You may not assign any rights you have under the scholarship.

10. APPEALS

The decision of the assessment committee is final. There are no appeals for unsuccessful scholarship applications.

11. PRIVACY

The personal information you supply to TAFE NSW on the scholarship application form will be used to assess your eligibility for scholarships. Other purposes of collection include dealing with administrative matters in relation to your application, corresponding with you, and the compilation of statistics. Your privacy will be respected at all stages of the process.

12. PROMOTIONS

If you choose to accept the scholarship, you may be asked to act as a positive ambassador on occasion to help us promote TAFE NSW through your experience. This may include:

- your experiences with study and your course
- your perception of the effect of the scholarship in assisting you to achieve your academic objectives for the year.

You may be invited to participate in events and activities to promote the scholarship programs, including public speaking, media interviews and photographs. Participation in these events and activities is always voluntary.