



## AUSTRALIAN VETERANS' CHILDREN ASSISTANCE TRUST

### 2020 Guide for the Scholarship Application Form

The number of applications AVCAT receives each year far exceeds the number of available scholarships. The assessment process is thorough and consistently applied for all applications. For this to be achieved, we require a lot of information so that the independent assessors and the members of the National Selection Committee can make their decisions.

The selection process is very competitive, so it is essential that all requested documents and evidence are provided. Examples of documents are academic results, a referee report, detailed financial information and evidence as well as other supporting documents. The final decision about who receives a scholarship is based on those applicants who are financially in need, show academic potential and are deserving.

**Unfortunately, not all worthy and eligible applicants will receive a scholarship given the limited number of available scholarships.**

Applicants who do not have a tertiary education qualification are prioritised over applicants who have already obtained such a qualification. However, applicants enrolled or planning to enrol in a second degree, a Masters degree or Doctorate will be assessed as a lower priority for a scholarship.

#### Filling out the application online

- We recommend that you start sourcing the relevant information required for the application as soon as possible and well before the due date of **31<sup>st</sup> October 2019**.
- You will need to provide various documents relating to the ex-serving veteran, yourself, academic results and financial information and evidence. This may take you some time to collect.
- As you are filling out the application, you can save and exit the application at any point. Scroll to the bottom of the page and click the 'save and exit' button. A link will appear – this is your access to where you left off in the application form – **so make sure to copy and save it somewhere safe.**

## **Information required for each section of the application form**

### **Section 1: Eligibility**

This section requires you to answer yes/no regarding the ex-serving veteran in your family, your relationship with the ex-serving veteran, enrolment at the tertiary institution, being an Australian citizen or Permanent Resident and eligibility for Centrelink payments like Youth Allowance.

### **Section 2: Contact Information**

This section requires you to provide contact name, address, date of birth and other contact details. You will also need to state how you found out about the scholarships managed by AVCAT.

**The document to support this information is your birth certificate.**

### **Section 3: Personal Details**

This section requires you to provide information such as:

- where you live as some scholarships are given to people from certain states/territories or postcodes
- family caring responsibilities
- language spoken at home
- if you are an Aboriginal and/or Torres Strait Islander.

### **Section 4: Veterans Details**

This section requires you to provide details of the ex-serving veteran, their service history and for some scholarships, the membership details of ex-service organisations like TPI.

**The documents to support this section are a birth certificate, marriage certificate, adoption certificate if applicable, veteran's service record.**

**Please note that if the veteran is a grandparent, the birth certificate of the relevant applicant's parent will need to be provided.**

### **Section 5: Family Details**

This section requires you to describe your current accommodation arrangements, how many siblings live at home and if you have any dependant children. This information will assist the assessors to determine some of your living expenses and your level of need.

### **Section 6: Academic Details**

This section requires you to provide your academic details and plans for your further study and career.

**The documents to support this section are 18 months of your study results and evidence of your place/offer of tertiary study.**

**You are required to obtain an academic reference from a current/recent teacher, tutor or lecturer who has supervised or taught you in a subject relevant to your study. This reference must be emailed directly from your referee to AVCAT.** The academic results and the academic reference will assist the assessors to determine your academic merit.

## Section 7: Financial Details

This section requires you to provide financial information including your income, assets, expenses and other liabilities as well as evidence such as full tax returns and superannuation statements. This information will assist the assessors to determine your financial need. You must be receiving or eligible for a Government means tested payment like Youth Allowance, Abstudy, Austudy.

**The documents to support this section are evidence of government benefits, evidence of income like PAYG Summary/full tax returns for the last financial year, superannuation statements, evidence of other income like income from a trust.**

## Section 8: Personal Statement

This section requires you to describe:

- your relationship with the ex-serving veteran and how it has affected your life
- some important information about you as a person and you as a student
- your study and career goals
- how a scholarship would assist you.

**The documents to support this section are a resume (maximum 2 pages) and relevant medical evidence.**

**Section 9: This is where you upload all the necessary documents and evidence.**

## Sections 10: Release of Personal Information

AVCAT asks you for certain personal information to assess your application and to report to sponsors of scholarships. The personal information will be stored electronically or in paper files. Wherever possible we collect information from the person concerned, but it may be necessary for AVCAT to obtain information from other people including Government Departments and authorities.

AVCAT takes all reasonable steps to ensure that information held in paper or electronic form is safe and secure, protected from misuse, loss, unauthorised access, modification or disclosure. We take all reasonable steps to ensure that personal information is only used by AVCAT or disclosed to other organisations to the extent necessary for the assessment purposes. This section requires you to declare that the information in the application is true and correct and that you allow AVCAT to make necessary enquiries if required.

To finish the application, provide your signature and if applicable, the signature of a guardian.

The completed application form including the required documents must be received

**BY 31<sup>st</sup> OCTOBER 2019.**

Failure to provide all documentation as requested will result in your application not being processed.

***If you have any difficulties or questions about completing the online Application Form, please contact AVCAT directly on:***

***02 9213 7999 or by email at [info@avcat.org.au](mailto:info@avcat.org.au) well before 31 October 2019.***

