

**Scholarship value:****\$500****Email:**[scholarshipsandgrants.northregion@tafensw.edu.au](mailto:scholarshipsandgrants.northregion@tafensw.edu.au)

The aim of the Quota Club of Lismore Inc. TAFE NSW Scholarship is to assist educationally or financially disadvantaged students in participating in nationally recognised Australian Vocational Education and Training (VET) accredited courses at TAFE NSW, from Certificate II level up to Diploma level (inclusive).

There are 3 scholarships available to eligible applicants who want to pursue their education at the TAFE NSW campuses in Casino, Lismore, Wollongbar or Ballina. Each awarded scholarship has a total value of \$500 which is to be used against study costs. The Scholarship amount is not transferable or redeemable for cash.

## How to apply

1. Applications open on **Monday, 22 July 2024**. Send the completed Scholarship Application Form and the supporting documents to [scholarshipsandgrants.northregion@tafensw.edu.au](mailto:scholarshipsandgrants.northregion@tafensw.edu.au) by the closing date, **being 5pm (AEST), Friday 20 September 2024** (or any later closing date subsequently published by TAFE NSW). If your Application is received after the closing date, is incomplete or does not meet the requirements set out in the Scholarship terms and conditions, it will not be considered.
2. By submitting your Scholarship Application Form, you accept the Scholarship terms and conditions and are taken to have read them.
3. TAFE NSW will convene a panel to assess all valid Applications. Applications will be assessed on a merit basis and based on your responses in your Application and the Scholarship eligibility requirements. Recommendations will be made to a Quota Club of Lismore Inc. panel, which will, in its sole discretion, determine the award of the Scholarship (if any). The decision of the panel will be final.
4. All applicants will be notified of the outcome, with successful applicants notified within 4 weeks of the closing date.



Donated by:

## Eligibility criteria

To be eligible for the scholarship you must meet **all** of the following eligibility requirements:

You must be actively enrolled in an Australian Vocational Education and Training (VET) accredited course at TAFE NSW, from Certificate II level up to Diploma level (inclusive).

You must be undertaking the course at one of the following TAFE NSW campuses: Casino, Lismore, Wollongbar and Ballina.

You must demonstrate a commitment and motivation to study with a view to successfully completing the course.

You must demonstrate educational or financial disadvantage or need, such as through:

- a. identifying as Aboriginal or Torres Strait Islander;
- b. having a disability or experiencing a long-term medical condition;
- c. being long-term unemployed (greater than 6 months) and seeking to enter the workforce;
- d. experiencing low socio-economic status or being a Centrelink recipient;
- e. being a young person at risk;
- f. experiencing or having experienced domestic or family violence;
- g. having carer responsibilities and/or experiencing barriers to childcare access;
- h. recovery from addiction; or
- i. living in a rural or remote area of Australia or experiencing barriers to transportation.

You must not have previously received the Scholarship or be accessing any other TAFE NSW scholarship, grant, or bursary.

You must also be an Australian citizen, permanent resident, humanitarian visa holder or New Zealand citizen, be living in NSW and meet all of the applicable TAFE NSW enrolment requirements.

Unless otherwise approved by TAFE NSW, you must be either commencing or continuing a course in Semester 2, 2024 and cannot defer your commencement date. Your Scholarship application may be terminated if your enrolment status changes (e.g. you withdraw from your course).

Please complete the application form in English and print clearly in CAPITAL LETTERS.

Please send the completed application form and supporting documents to [scholarshipsandgrants.northregion@tafensw.edu.au](mailto:scholarshipsandgrants.northregion@tafensw.edu.au).



This symbol highlights that you may be required to attach supporting documents to your application.

## Section 1 - Applicant details

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Title: \_\_\_\_\_ Given name(s): \_\_\_\_\_  
Family name: \_\_\_\_\_  
Place of birth: \_\_\_\_\_ Date of birth (dd/mm/yy): \_\_\_\_\_  
Residential address: \_\_\_\_\_  
Suburb: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_  
Mobile: \_\_\_\_\_ Home phone: \_\_\_\_\_  
Email: \_\_\_\_\_ Student number (if applicable): \_\_\_\_\_  
Residency status:      Australian citizen      Australian Permanent Resident  
   Humanitarian visa holder      New Zealand citizen

## Section 2 - Course details

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Please provide details regarding your course of study

TAFE NSW campus: \_\_\_\_\_ Course number: \_\_\_\_\_  
Start date: \_\_\_\_\_ End date: \_\_\_\_\_

### Section 3 - Financial information

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**Are you currently:****Receiving Centrelink benefits?**

Please indicate the payments you are receiving:

- |                               |   |
|-------------------------------|---|
| Parenting payment – sole      | Rental Assistance   |
| Parenting Payment – partnered | Youth Allowance – living at home<br>(assessed on parent income)             |
| Austudy                       | Youth Allowance – living independently<br>(not assessed on parental income) |
| Newstart Allowance            | Other – please specify  |
| Disability Support Pension    |   |
| ABSTUDY                       |   |
| Care Payment                  |   |
| Health Care Card              |   |

**Employed or receiving any other form of financial support (e.g. from family)?**

If so, describe what your employment arrangements will be when you commence studies:

**Experiencing educational or financial disadvantage?**

Please indicate if any of the following apply to you, or otherwise indicate the circumstances that have affected your education or access to education:

- |  |  |
|--|--|
| Aboriginal or Torres Strait Islander descent                             | Recovery from addiction  |
| Disabled or experiencing a long-term medical condition                   | Living in a rural or remote area of Australia or experiencing barriers to transportation |
| Long-term unemployed (greater than 6 months)                             | Other – please describe  |
| Young person at risk   |  |
| Experiencing or have experienced domestic or family violence             |  |
| Caring responsibilities and/or experiencing barriers to childcare access |  |



You may also provide any documentation which supports your responses above.

### Section 4 - Education details

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What is the highest level of education you have successfully completed?

- |                            |                           |                       |
|----------------------------|---------------------------|-----------------------|
| University - Undergraduate | University - Postgraduate | TAFE                  |
| Year 12 or equivalent      | Year 11 or equivalent     | Year 10 or equivalent |
| Year 9 or equivalent       | Year 8 or equivalent      | Never attended school |

In the table below list any other course/s you have completed or in which you are currently enrolled.

Course name	Level	Institution	Year completed

**Section 5 - Applicant statement**

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This section is for you to provide further information to assist in assessing your application.

The scholarship will be awarded on the basis of educational or financial hardship or need. Additional qualities such as goals, motivation, leadership potential, ability to manage priorities and contribution to the wider community may also be taken into account.

1. In your own words, please tell us how you meet the eligibility criteria for the scholarship.

2. Please outline your study and career goals, and describe how the scholarship will assist you with achieving these goals.

3. Please explain your commitment to your studies.

4. Please outline the items needed to support your completion of studies with the scholarship money.

Item/description	Cost/amount

5. Please confirm whether you agree to participate in marketing and promotional activities by TAFE NSW and Quota Club of Lismore Inc. relating to the Scholarship, if your application is successful?


Yes

No

## Section 6 - Other supporting information and documentation


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Please feel free to outline any additional information that supports your scholarship application.

-  You may also provide any documentation which supports your scholarship application. This can include documents such as awards and certificates for community or extracurricular activities, and academic transcripts and certificates.

## Section 7 - Referee reports

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-  You must attach a written referee report to this application using the Referee Report Form attached to this scholarship application form.

Only one referee report is required and your primary nominated referee should be a **teacher**, however if you wish to attach multiple referee reports (optional), secondary reports may be provided by an employer or manager, job services agency contact, health professional (including a counsellor or social worker) or community leader, however it must NOT be someone who is related to you.

## Part 8 - Applicant declaration

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- I declare that the information provided as part of this scholarship application form is true, correct, complete and not misleading in any way.
- I have read and understand the scholarship terms and conditions, including the applicable terms and conditions of my enrolment at TAFE NSW.
- I consent to TAFE NSW collecting, storing, using and disclosing my information, including personal information, for the purpose of administering the scholarship and in accordance with TAFE NSW's Privacy Policy (which is available at [tafensw.edu.au/privacy](http://tafensw.edu.au/privacy) or on request).

**Student signature**

Signature

**Parent/Guardian** (if applicant is under 18 years of age)

Signature

Name

Name

Date

Date

**Submit completed form with related documents, or for more information,  
email [scholarshipsandgrants.northregion@tafensw.edu.au](mailto:scholarshipsandgrants.northregion@tafensw.edu.au)**

## Referee Report Form

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Referee name:

Phone:

Email:

Relationship to applicant:

1. Please outline the nature of the relationship between you and the applicant, including how long you have known the applicant.
  
  
  
  
  
  
  
  
  
  
2. Please provide your assessment of the applicant, including their personal circumstances, character and motivation. Please have regard to the eligibility criteria for the scholarship in doing so.
  
  
  
  
  
  
  
  
  
  
3. Please provide your assessment of the applicant's ability to complete their studies and successfully transition into the industry related to their course.
  
  
  
  
  
  
  
  
  
  
4. Is there any further information you would like to add to support the scholarship application?

## Referee declaration

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- I declare that the information provided as part of this Referee Report Form is true, correct, complete and not misleading in any way. I consent to TAFE NSW contacting me to verify the contents of this Referee Report Form.
- I consent to TAFE NSW collecting, storing, using and disclosing my information, including personal information, for the purpose of administering the scholarship.

Referee signature

Date

#### 1.0 Scholarship application process

- 1.1 You must submit a completed scholarship application form and all supporting documentation via email to TAFE NSW by the advertised closing date (or any later closing date subsequently advised to you by TAFE NSW).
- 1.2 If your application is received after the closing date or does not meet the requirements set out in these scholarship terms and conditions, it will not be considered.
- 1.3 You must provide all information and documentation reasonably required by TAFE NSW by the dates requested. Any incomplete application will not be considered.
- 1.4 TAFE NSW reserves the right to validate and check the information provided as part of an application, including enrolment status or any provided references. If any information is incorrect, incomplete, false or misleading, TAFE NSW may reject an application or terminate the scholarship.

#### 2.0 Eligibility requirements

- 2.1 To be eligible for the scholarship you must meet all of the following requirements:
  - 2.1.1 you must meet the eligibility requirements for the scholarship published by TAFE NSW (see [tafensw.edu.au/scholarships](http://tafensw.edu.au/scholarships));
  - 2.1.2 (you must meet all of the applicable TAFE NSW enrolment requirements, including any visa or residency requirements;
  - 2.1.3 you must not have previously received the scholarship; and
  - 2.1.4 unless otherwise approved by TAFE NSW, you must have enrolled in and commenced your approved nationally recognised VET course (from Certificate II and up to Diploma level) by the date published by TAFE NSW and cannot defer your commencement date.

#### 3.0 Offer of scholarship

- 3.1 TAFE NSW will convene a panel (TAFE NSW Panel) to assess all valid applications. Applications will be assessed on a merit basis and based on your responses in your application and the scholarship eligibility requirements. A shortlist of recommended eligible applicants will be provided to the Quota Club of Lismore Inc panel (Quota Club Panel) which will, in its sole discretion, determine the award of the scholarship (if any). The decision of the TAFE NSW Panel and Quota Club Panel (together, the panels) will be final, and no correspondence about the decision of the panels will be entered into.
- 3.2 If your Application is successful you will be notified via email after the closing date, and will receive a Scholarship Grant letter to be signed and returned by you as acceptance of the scholarship. The scholarship will not be awarded unless, within the specified time period (or if no time period is specified, within 5 working days):
  - 3.2.1 TAFE NSW receives a signed scholarship grant letter from you; and
  - 3.2.2 Quota Club of Lismore Inc. receives written confirmation from you of your nominated bank details (to be provided directly to Quota Club of Lismore Inc. in accordance with the instructions provided to you in the notification email and/or scholarship grant letter).If you do not wish to accept the scholarship that you have been offered, you should advise us immediately in writing.
- 3.3 The scholarship amount at the time of the scholarship offer may be less than the advertised amount. You will be notified of the amount being offered to you within the scholarship grant letter.
- 3.4 If for any reason you are unable to accept the scholarship offer, the offer will be given to the next suitable applicant as determined by the panel in its sole discretion.
- 3.5 All unsuccessful applicants will be notified via email of the outcome of their application.



#### 4.0 Scholarship award and payment

- 4.1 On receiving the signed scholarship grant letter as evidence of your acceptance of the scholarship, Quota Club of Lismore Inc. will pay the scholarship amount to you in accordance with the details outlined in your scholarship grant letter, subject to Quota Club of Lismore Inc. first receiving all necessary information from you to issue the payment. The scholarship cannot be applied retrospectively to any course tuition fees already incurred.
- 4.2 All scholarship amounts are in Australian dollars. The scholarship amount is not transferable or redeemable for cash. Any rights you have to the scholarship cannot be assigned.
- 4.3 By accepting the scholarship and providing your consent on the scholarship application form to participate in marketing and promotional activities, you may be requested to act as an ambassador of TAFE NSW and/ or Quota Club of Lismore Inc. and to participate in reasonable marketing and promotional activities relating to the scholarship (including without limitation to being recorded, photographed, filmed or interviewed), where TAFE NSW and Quota Club of Lismore Inc. may use such marketing and promotional material in any format or medium, each in its sole discretion for the purpose of marketing and promoting the scholarship.

#### 5.0 Scholarship termination

- 5.1 TAFE NSW may terminate your scholarship application at any time if you:
  - 5.1.1 discontinue or withdraw from your course, or your enrolment status is inactive;
  - 5.1.2 fail to meet the eligibility requirements of the Scholarship;
  - 5.1.3 fail to comply with these scholarship terms and conditions;
  - 5.1.4 are suspended or excluded from TAFE NSW or commit a breach of student conduct and discipline, or you otherwise fail to comply with TAFE NSW's academic and administrative policies for students; or
  - 5.1.5 have provided incorrect, false or misleading information or withheld relevant information in relation to your application.

#### 6.0 General

- 6.1 TAFE NSW may vary these scholarship terms and conditions at any time without prior notice. TAFE NSW may vary the scholarship or cancel the scholarship on offer at any time, but will advise you of any such variation or cancellation.
- 6.2 You are responsible for determining any taxation or Centrelink payment implications relating to the scholarship. TAFE NSW is not liable for the payment of any tax or any other obligations you may incur as a result of accepting the scholarship.
- 6.3 TAFE NSW will not be liable for any loss (including without limitation, indirect, special or consequential loss), cost, expense or damage, which is suffered or incurred by you in connection with the scholarship, except for any liability which cannot be excluded by law.
- 6.4 You consent to TAFE NSW collecting, storing, using and disclosing you information, including personal information, for the purpose of administering the scholarship and in accordance with TAFE NSW's Privacy Policy (available at [tafensw.edu.au/privacy](http://tafensw.edu.au/privacy) or on request).

#### 7.0 Definitions

- 7.1 **"Quota Club of Lismore Inc."** means Quota International of Lismore Inc. (ABN 97 259 180 059).
- 7.2 **"Panel"** means the Scholarship selection panels appointed by TAFE NSW and Quota Club of Lismore Inc.
- 7.3 **"Scholarship"** means the Student Scholarship as described in the scholarship application form and these scholarship terms and conditions.
- 7.4 **"Scholarship Application Form" or "Application"** or means the application form completed to apply for the scholarship.
- 7.5 **"Student"** means a domestic student enrolled at TAFE NSW at the time a scholarship offer is made.
- 7.6 **"TAFE NSW"** means the Technical and Further Education Commission (ABN 89 755 348 137).
- 7.7 **"You"** means the applicant for the scholarship.

Please retain a copy of these terms and conditions for future reference.