Tertiary Education Scholarship Application

A Start in Life provides support to disadvantaged students. The support made available is to promote educational progression and to help students overcome educational barriers they face, so they can access the same learning opportunities as their peers.

Our Student and Family Management team works with Tertiary students to develop a tailored plan of support.

**What support do we provide?**
For successful applicants, the Student and Family Management Team assess the individual needs of each student and construct a 12 month tailored support plan. The support plan can contribute towards a variety of educational areas such as:
- Stationery and Textbooks
- Extra-curricular activities
- IT equipment such as computers, access to internet, printers, software products
- Food, Transport and Accommodation
- Tools of Trade

The support can be directed to students in a variety of ways including vouchers, payment directly to providers and goods being sent directly to students. The support will also be monitored and evaluated.

**What do we need from Students?**
- It is expected students will engage with our service throughout the period of support (including providing updates and academic results, and participating in a volunteering activity)

  Please refer to page 3 for the conditions of acceptance.

**Privacy Statement**
All information provided to A Start in Life is confidential and used for the purpose of assessing your application only. Persons and service providers listed in your application can be contacted to discuss the educational progression of students and to verify your information.

For successful applicants, some student information (which will not identify the student in any way) will be shared with our supporters and public for the purposes of increasing support for the charity.

**Applying to A Start in Life**
Before commencing your application, please ensure you understand and meet our eligibility requirements:
- Australian Citizen
- Under 25 years old
- Enrolling in full-time University/TAFE (on campus, 4 subjects per semester or equivalent)
- Enrolled in your 1st undergraduate degree
- In financial need
- Receiving Centrelink benefits

Please ensure your application is completed, signed and witnessed, and provide all required supporting documentation. Applicants that proceed to the next stage will be called for a phone conference with our Student and Family Management Team.

**DUE DATE: 1st FEBRUARY 2019**

We look forward to receiving your application.
# Volunteer Options 2019

## Volunteer Option 1: Prize-Giving Ceremony

<table>
<thead>
<tr>
<th>Details</th>
<th>Possible Tasks</th>
<th>Due Date</th>
<th>Additional Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Attend <em>A Start in Life</em> Prize Giving Ceremony.</td>
<td>Setting up equipment, greeting and assisting guests, handing out name badges,</td>
<td>The prize-giving ceremony is an annual event that takes place in March</td>
<td><em>A Start in Life</em> will provide details of the event time, date and location in 2019. Volunteer Working With Children Check required.</td>
</tr>
<tr>
<td>• Be on time and willing to assist staff in running the day.</td>
<td>handing out prizes, etc.</td>
<td>usually from 9am to 2pm in Sydney’s CBD.</td>
<td></td>
</tr>
<tr>
<td>• Meet with other students, families and sponsors-</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>first name basis- other personal details are kept confidential.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Photos will be taken but will only be used with students’ permission.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Volunteer Option 2: Office Help

<table>
<thead>
<tr>
<th>Details</th>
<th>Possible Tasks</th>
<th>Due Date</th>
<th>Additional Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Assist for 1 day (9am to 4pm) in the <em>A Start in Life</em> Office.</td>
<td>Data entry, scanning, answering phones, mail outs, marketing support.</td>
<td>Between January - June 2019. Students must contact <em>A Start in Life</em> to</td>
<td>Students must sign a confidentiality agreement on their volunteering day to ensure that the privacy of clients are protected. Volunteer Working</td>
</tr>
<tr>
<td>• Assist with administration and tasks.</td>
<td></td>
<td>confirm date of attendance.</td>
<td>With Children Check required.</td>
</tr>
<tr>
<td>• Students meet staff, supporters and other supported students and</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>families that may come in to office.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Office is located in Suite 702, 370 Pitt Street NSW 2000 (Level 7)</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

## Volunteer Option 3: Photo story

<table>
<thead>
<tr>
<th>Details</th>
<th>Picture examples</th>
<th>Due Date</th>
<th>Additional Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Document university semester in 20 photos with at least 1 sentence describing each photo.</td>
<td>Reading materials, favourite places on campus, self or friends (only with permission), assignments</td>
<td>Must be submitted to <em>A Start in Life</em> via email to <a href="mailto:sfmt@astartinlife.org.au">sfmt@astartinlife.org.au</a> any time before the end of Semester 1 2019.</td>
<td>Photos may be used by <em>A Start in Life</em> for promotional purposes- only. Include appropriate photos you are happy for <em>A Start in Life</em> to share.</td>
</tr>
</tbody>
</table>

## Volunteer Option 4: Your Story

<table>
<thead>
<tr>
<th>Details</th>
<th>Due Date</th>
<th>Additional Info</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Write a 500 words reflection on your education for this year (quotes and citations allowed with reference).</td>
<td>Must be submitted to <em>A Start in Life</em> via email to <a href="mailto:sfmt@astartinlife.org.au">sfmt@astartinlife.org.au</a> any time before the end of Semester 1 2019.</td>
<td>The reflections may be used in promotional material but will be de-identified. Students are asked to use appropriate language.</td>
</tr>
<tr>
<td>• Possible Topics:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>a) Current challenges and how you have or are trying to overcome them.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>b) Source of motivation to make it through the semester.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>c) Highlights or proud achievements.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>d) Set goals.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Volunteer Option 5: You tell us!

<table>
<thead>
<tr>
<th>Details</th>
<th>Possible Tasks</th>
<th>Due Date</th>
<th>Examples</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Develop own volunteering plan which is negotiated with <em>A Start in Life</em>.</td>
<td>• Run a Bunnings BBQ to raise funds.</td>
<td>Student plans must fall within the time frame and due date.</td>
<td>Negotiate the option with the Student and Family Management team.</td>
</tr>
<tr>
<td>• Plan must promote the charity and fall within the Charity’s social</td>
<td>• Speak at an event.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>media policy and conditions of acceptance.</td>
<td>• Everyday hero (online fundraising for charities).</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Conditions of Acceptance

A Start in Life reserves the right to suspend or cancel the scholarship where a student fails to meet any of the conditions listed below:

1. The scholarship is granted to students in full-time on campus study (4 subjects per semester or equivalent) unless agreed to in writing by A Start in Life.

2. You must advise the Student Support team of any of the following changes:
   - Changes in study load
   - Commencement of part or full time work OR a significant increase in current hours
   - Receipt of another scholarship, grant or further financial assistance
   - Change of banking details
   - Change of contact details
   - Transfer to a different university, college or TAFE
   - Change of degree or course
   - Any delay in obtaining TAFE or university results
   - Failure or risk of failure for any subject

3. Students must send in their results on time when requested at the middle and end of each year.

4. All students must obtain a minimum of a pass grade in all subjects:
   - Request for special consideration must be made to A Start in Life as soon as student is aware of a fail grade.

5. Students must have regular contact with the Student Support team – verbal, written or face to face:
   - This will include a phone call every 3 months - to be scheduled with you in advance.

6. Each student must volunteer with the charity through one of the options included on page 2.

7. Scholarships are granted for a period of 12 months; students will be invited to reapply for support at the end of this period.

8. It is the responsibility of students receiving Youth Allowance or Abstudy, to inform Centrelink of the scholarship.

9. You must seek permission before referring to A Start in Life in any capacity on social media.

After reading the above conditions, please sign the conditions of acceptance on the next page.
Please complete the portion below and please return this form along with your application.

I, the applicant, acknowledge that I have read and understood the conditions of acceptance of A Start in Life Tertiary Education Scholarship and agree to abide by them.

APPLICANT

Name of Applicant: ______________________________________________
Address: _________________________________________________________

________________________________________ Post Code: _____________
Signature: ________________________________ Date: _________________

*WITNESS

Name of Witness (Full Name): ________________________________
Address: _________________________________________________________

________________________________________ Post Code: _____________
Witness Occupation: _____________________________________________
Signature: ________________________________ Date: _________________

*For a list of who can witness your documents please refer to the last page of the application form.
DISCLOSURE AUTHORITY

To:
A Start in Life
Suite 702, 370 Pitt Street, SYDNEY NSW 2000

I, (name) ________________________________
Parent/Carer/Guardian/Student (over 18)

Of, (address) ________________________________

Child’s Full Name: ________________________________
DOB: ________________________________

Child under 18

Hereby, give authority for the staff of A Start in Life to discuss with my Teacher / Social Worker / Carer information that may be of benefit to my being accepted for assistance by the Charity.

Such information should be restricted to:

- Their recognition of my suitability to apply for A Start in Life assistance
- How they are currently assisting me/my family (if Social Worker/Carer)
- My academic /my child’s academic reports
- Only that information directly pertaining to A Start in Life’s requirements for assessment of my/ my child’s suitability for acceptance for assistance by A Start in Life.

I would like to be informed prior to any discussion with the above people after A Start in Life’s initial engagement with them (in the event they were the person recommending me to A Start in Life)

☐ YES  ☐ NO

Signature (Parent/Guardian/Student over 18) ________________________________
Name

Date ________________________________

Witness ________________________________
Name

Date ________________________________
CONSENT AND RELEASE

A Start in Life shall have the right to create still or moving images

of.................................................................................................................................................. [name]
of.................................................................................................................................................. [address] (“You”) for the purpose of promoting the Charity and its activities.
A Start in Life shall have the right to edit or delete any such images from time to time and to do (or refrain from doing) anything else which would otherwise be an infringement of any right which you may have as a performer. This consent is given for the benefit of A Start in Life’s licensees, sponsors, assignees and any future owners of copyright in the images.

It is acknowledged that:

1. A Start in Life owns all rights including copyright in the images;
2. A Start in Life is not obliged to use any images;
3. Any use made of the images by A Start in Life is an authorised use and you release A Start in Life from any liability for infringement of your rights arising from the use of the images including (but not limited to) claims in copyright, tort or contract, any fiduciary or other non-contractual obligations, or rights arising under the Competition and Consumer Act 2010 or equivalent State legislation.

You represent that you have full power to enter into this release and consent and that its terms do not conflict with any existing commitment on your part.

This release is irrevocable and may be assigned by A Start in Life to licensees and assignees for the purposes of promoting the charity and its activities. A Start in Life, its licensees and assignees may use the images for those purposes in all media and methods of communication whether now known or to be invented in the future.

.................................................................................................................. (Your signature) In consideration of one dollar, I consent to the above terms:

.................................................................................................................. (Signature of parent or guardian)

.................................................................................................................. (Name of parent or guardian) Date / / 20......

Signed on behalf of A Start in Life by

.................................................................................................................. A E Elliott
President

Date / / 20......
## Application for Assistance/Annual Review—Tertiary Student

1. **Do you meet all of *A Start in Life*'s eligibility criteria?**
   - [ ] Yes $\rightarrow$ Go to question 2
   - [ ] No $\rightarrow$ STOP

2. **Your Title and Full Name**
   - [ ] Mrs $\quad$ [ ] Miss $\quad$ [ ] Ms $\quad$ [ ] Mr $\quad$ [ ] Other

3. **Your date of birth**
   - [ ] D D / M M / Y Y
   - Attach either a copy of your Birth Certificate or Passport.

4. **Country of Birth**
   - Attach Proof of Australian Citizenship if born outside of Australia.

5. **Cultural Background**

6. **Contact numbers**
   - [ ] Mobile ( )
   - [ ] Home ( )

7. **Your email address**

8. **Your living circumstances**
   - [ ] Living independently
   - [ ] Living in shared accommodation
   - [ ] Living in the family home
   - [ ] Living with a partner $\rightarrow$ Attach proof of partners income.

9. **What best describes your living arrangements**
   - [ ] Renting privately $\rightarrow$ $\_\_\_\_\_\_\_/Fortnight
   - [ ] Paying board $\rightarrow$ $\_\_\_\_\_\_\_/Fortnight
   - [ ] In public housing
   - [ ] Home owner
   - [ ] Other

10. **Your primary address** (Where you would like *A Start in Life* to send all correspondence)
   - Postcode

11. **Your secondary address** (If applicable)
   - Postcode

12. **Name of University or TAFE**

13. **Name of Degree/Course**

14. **Year of Study in 2017 (e.g. 1st year)**

   a) Number of subjects you intend to be enrolled in—semester 1
   b) Number of subjects you intend to be enrolled in—semester 2
   c) Additional subjects you intend to do (e.g. in summer session)
   d) Or tick for full time TAFE student

15. **Length of your course (e.g. 4 years)**

   - Attach a copy of your Letter of Offer or your most recent Academic Transcript.

## Your Income

16. **Are you employed?**
   - [ ] No
   - [ ] Yes $\rightarrow$ Attach three recent payslips or your latest tax return.
17 How many hours do you work?  
   a. Outside University/TAFE Semesters.  
   b. During University/TAFE Semesters.  

18 How many hours would you work if A Start in Life assisted you?  

19 List all financial supports you receive.  

<table>
<thead>
<tr>
<th>Type of payment</th>
<th>Amount per fortnight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistance from another charity</td>
<td>$</td>
</tr>
<tr>
<td>Other Scholarships or Grants</td>
<td>$</td>
</tr>
<tr>
<td>Financial assistance from Parents/Carers/Family</td>
<td>$</td>
</tr>
<tr>
<td>Financial Assistance from the Government</td>
<td>$</td>
</tr>
<tr>
<td>Any other income paid to you</td>
<td>$</td>
</tr>
</tbody>
</table>

20 List items you own.  

<table>
<thead>
<tr>
<th>Item</th>
<th>Number held</th>
<th>Total market value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank accounts</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Car</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Furniture</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Property</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Investments/Assets/Business</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Other Items</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

21 List items you owe.  

<table>
<thead>
<tr>
<th>Item</th>
<th>Number held</th>
<th>Total amount owing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit card/s</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Centrelink loan</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Personal loan</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Car loan</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Family loan</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>Any other loans or debts</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

22 Please list the details of any dependant persons you are caring for (e.g children or family members).  

<table>
<thead>
<tr>
<th>Name</th>
<th>Relationship to you</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

23 What are the current challenges or barriers you are facing in terms of your education?  

<table>
<thead>
<tr>
<th>Type of payment</th>
<th>Amount per fortnight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assistance from another charity</td>
<td>$</td>
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<tr>
<td>Other Scholarships or Grants</td>
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<td>Financial assistance from Parents/Carers/Family</td>
<td>$</td>
</tr>
<tr>
<td>Financial Assistance from the Government</td>
<td>$</td>
</tr>
<tr>
<td>Any other income paid to you</td>
<td>$</td>
</tr>
</tbody>
</table>

24 In which of the following barriers to education are you seeking assistance?  

- Text books and or stationery  
- Cost of accommodation  
- Transport costs  
- Living expenses (food)  
- Educational fees  
- IT equipment and software  
- Other

25 What current social supports do you have?  

- None  
- Family  
- Extended Family  
- Friends  
- Partner  
- Community/Welfare Services  
- Other

Attach three months worth of statements for all your bank accounts held.  
Attach your Centrelink Income Statement  
Attach your latest Tax Return or three recent payslips.  
If you live with your partner attach your partners latest Tax Return or three recent payslips and Centrelink Income Statement if applicable.
26. Please describe the circumstances that have led you to apply/reapply with *A Start in Life*.
Note: This question must be completed to process your application.

27. Please provide any previous achievements if applicable.

28. Please describe your short and long term academic and career goals.

29. How did you hear about *A Start in Life*?
   (new applicants only)

30. Are you able to commit to the requirements of the program:
   
   a) Hand in your academic results on time
   
   b) Complete the student updates on time
   
   c) Quarterly phone conferences
   
   d) Complete the required 8 hours of volunteer work for our charity per year?
For your application to be processed you must supply the following.

**Proof of Identification**
Birth Certificate or Australian Passport.
(new applicants only)

**Proof of Citizenship**
Australian Passport or Certificate of Australian Citizenship or Birth Certificate
(new applicants only)

**Proof of Full-Time Study**
Letter of Offer or most recent Academic Transcript.

**Proof of Income**
Your latest tax return or three recent payslips.

**Bank Statements**
Attach three months worth of statements for all your bank accounts.

**Centrelink Statement**
Your most recent Centrelink 'Income Statement'.

**Academic Transcript**
Attach your previous semester or year 12 results
(new applicants only)

Attach additional documents if applicable to you.

**Proof of Income for Partner**
Partner’s latest tax return or three recent pay slips.

**Centrelink Statement for Partner**
Partner’s most recent Centrelink Income Statement.

**Other Relevant Supporting Documents**
E.g. Support letter/s from other services including a Welfare Service or Medical Practitioner.

**Any other income you receive**

Please read, sign and have witnessed page 4 of this application.

Once you have checked that you have included all the requested documents please mail or email your application to:

*A Start in Life*
Attn: Student and Family Management Team
PO Box 20606 World Square NSW 2002
Email: sfmt@astartinlife.org.au

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**Declaration**

I, the applicant,

1. Do hereby solemnly and sincerely declare that all the information included in this application is true and complete;

2. Authorise *A Start in Life* to collect and utilise all the personal and financial information supplied in this application for the sole purpose of assessing my eligibility to receive assistance. This authorisation is given on the understanding that *A Start in Life* will not release any of the information to any third party without my approval.

3. Acknowledge that assistance is not to be construed as ongoing and that *A Start in Life* has the right to cease assistance at its discretion.

AND if the application is approved:

4. Understand that I will be subject to the ‘Conditions of Acceptance’ notified to me by *A Start in Life*.

5. Will inform *A Start in Life* should my circumstances change in any way affecting my need for assistance.

6. Will complete an Annual Review as requested by *A Start in Life*.

7. Will send completed Student Updates to *A Start in Life* as requested.

8. Will send my University/TAFE results to *A Start in Life* as requested.

9. Will provide all other relevant information as requested by *A Start in Life*.

Declared at ........................................................

on ........................................................ Date signed

by ........................................................ Your signature

Witnessed by ........................................................ Witness signature

Witness name ........................................................

Witness
Occupation ........................................................

Address ........................................................ ........................................................
Who can witness your Documents

A person who is currently licensed or registered under a law of a State or Territory to practise in one of the following occupations:
- Chiropractor
- Medical Practitioner
- Patent attorney
- Psychologist
- Dentist
- Nurse
- Pharmacist
- Trade mark Attorney
- Legal Practitioner
- Optometrist
- Physiotherapist
- Veterinary surgeon

A person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

A person who is in the following list:

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- Bailiff
- Bank officer with 5 or more continuous years of service
- Building society officer with 5 or more years of continuous service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with 5 or more years of continuous service
- Employee of the Australian Trade Commission who is:
  - in a country or place outside Australia; and
  - authorised under paragraph 3(d) of the Consular Fees Act 1955; and exercising his or her function in that place
- Employee of the Commonwealth who is:
  - in a country or place outside Australia; and
  - authorised under paragraph 3(c) of the Consular Fees Act 1955; and exercising his or her function in that place
- Fellow of the National Tax Accountants’ Association
- Finance company officer with 5 or more years of continuous service
- Holder of a statutory office not specified in another item in this list
- Judge of a court
- Justice of the Peace
- Magistrate
- Marriage celebrant (registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961)
- Master of a court
- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of student
- Member of the Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence Force who is:
  - an officer; or
  - a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with 5 or more years of continuous service; or
  - a warrant officer within the meaning of that Act
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Member of:
  - the Parliament of the Commonwealth; or
  - the Parliament of a State; or
  - a Territory legislature; or
  - a local government authority of a State or Territory
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961
- Notary public
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Permanent employee of:
  - the Commonwealth or a Commonwealth authority; or
  - a State or Territory or a State or Territory authority; or
  - a local government authority;
  with 5 or more years of continuous service who is not specified in another item in this list
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Service employee of:
  - the Commonwealth or a Commonwealth authority; or
  - a State or Territory or a State or Territory authority
- Sheriff
- Sheriff’s officer
- Teacher employed on a full-time basis at a school or tertiary education institution