

What is the Radford Second Chance Scholarship?

The Radford Foundation and Deb Radford wish to make scholarships available to students aged between 20-30 years old, who have previously been unable to undertake tertiary study for financial reasons.

How much is the scholarship?

\$7500 per year for three years

Who is eligible to apply?

To be eligible to apply, you must:

- Be an Australian citizen, New Zealand citizen, Australian Permanent Resident or the holder of an Australian Permanent Humanitarian Visa
- Commencing full-time or part-time in your first undergraduate degree, in any discipline at La Trobe in 2018
- Aged between 20 and 30 years old at the time of application
- Be able to demonstrate financial hardship

How are the applications assessed?

The recipient of the Scholarship shall be selected by the University on the basis of:

- an application form addressing the eligibility criteria and including a personal statement describing how you believe this scholarship will benefit you and help you to complete your studies;
- documentary evidence demonstrating financial hardship
- a selection panel will rank applicants according personal statements and demonstrated financial difficulty.

Helpful information

- **Alternative format:** this application form is available in an alternative format for those who need it, upon request, please email: scholarships@latrobe.edu.au
- **Detailed information:** Make sure you provide full details requested in Sections 1, 2 and 3 of this application. Otherwise your application may not be assessed appropriately. All information will be treated with strict confidentiality.
- **Supporting documentation:** Supporting documentation is written verification from someone who is qualified to comment on our circumstances. The person must not be related to you or in a close personal relationship with you.
- **False or misleading information:** La Trobe University reserves the right to withdraw an offer of a bursary and re-assess the application if the University believes the recipient has provided false or misleading information in the application form or subsequently.
- **Late applications:** applications received after the closing date may be accepted by staff **only if accompanied by a signed formal request** outlining **exceptional circumstances outside your control** that have resulted in a late application, e.g. serious illness or other personal crisis. The selection committee will later determine whether or not a late application will be considered, based on the explanation you provide. (*Note: Reasons relating to employment, placements, holidays or other activities that you choose to engage in are unlikely to be considered "exceptional".*)
- **Application process:** the assessment will commence after the application closing date. You will be notified of the outcome via email approximately 4 weeks after the application closing date. To ensure that all candidates are treated with equity, staff are unable to advise you of the progress of an individual application.

Where to submit the completed application form

You may submit your completed application form via email.

Email: scholarships@latrobe.edu.au by no later than Friday 16 February 2018.

Confidentiality

All information provided by applicants will be treated as confidential. At La Trobe University, we respect the privacy of your personal information. We collect personal information in your application to determine your eligibility for a scholarship, bursary or grant, and to assess your application as part of the ranking and allocation process. In accordance with privacy laws, personal information about you contained in your application will not be used for any other purpose or disclosed to any person who is not part of the La Trobe assessment and allocation process, without your permission. You may have the right to access personal information we hold about you, subject to any exceptions in relevant laws, by contacting the Scholarships Unit as noted below. The La Trobe University privacy policy can be viewed at: www.latrobe.edu.au/privacy/

Section 1: personal details

La Trobe ID number (if known)

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VTAC ID number (if applicable)

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Date of Birth

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Given names

Family name

--	--

Address

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Suburb

State

Postcode

--	--	--

Telephone (day time)

Mobile

--	--

Email

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Australian Citizen ☐New Zealand Citizen ☐Humanitarian Visa ☐Permanent Resident ☐

Intended course in 2018

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Campus

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Section 2: personal statement and supporting documents

1. Please provide as a separate attachment, your personal statement (no more than two A4 pages) detailing the following:

- What has brought you to La Trobe and the course you have chosen to undertake?
- Your level of financial hardship and how this has impacted your capacity to study in the past.
- Your future career goals and ambitions on graduating from La Trobe University.
- How you believe this scholarship will benefit you and help you complete your studies.

Your statement must be typed and include your name, signature and the date.

2. Please provide documentary evidence to support the financial disadvantage you describe in your personal statement.

Please include the following:

- A statement of support
- Proof of financial disadvantage for example, Centrelink benefit statement, ATO statements, recent pay slips.

Please note a statement of support must be submitted by a responsible person. A responsible person is someone who:

- Is an Australian Citizen or Permanent resident who is 18 year or older and has known you for at least 12 months;
- and is not related to you by birth, marriage, de factor or same sex relationship;
- and does not live with you or reside at your residence and is in a position to comment knowledgeably about your situation without having to be briefed by you about the circumstances.

3. Please attach any other supporting documentation that you feel is relevant to your application.

Section 3: declaration

I (your full name)

Being the applicant for the Radford Foundation Second Chance Scholarship, do solemnly and sincerely declare that the statements made in this application and in the accompanying documents are true in every particular, to the best of my knowledge and belief.

I understand that it is my responsibility to provide the required supporting documentation with my application and that I will not be contacted for missing or incomplete supporting documentation.

I understand that if I provide inaccurate information in this application this may result in cancellation of an offer of a scholarship or termination of a scholarship that has been paid and refund to the University of any monies received by me.

I also understand that the scholarship assessment and allocation process is competitive and that not all applicants who meet the eligibility criteria will be awarded a scholarship.

Further, I understand that giving false and misleading information is a serious offence under the criminal code (Commonwealth).

I understand that should I be awarded this scholarship I will be required to:

- supply an annual report to the Donor
- maintain satisfactory academic progress
- maintain full-time enrolment

I understand that should I be awarded this scholarship I may be required to:

- participate in promotional activities related to this scholarship

I have read and understood the information on page one of this form, including the declaration and agree to these conditions.

Student signature

Date

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Section 4: checklist

	Circle YES or N/A where appropriate	
I have read and understand the eligibility criteria of the Radford Foundation Second Chance Scholarship.	YES	
I have completed all relevant sections of the application form and included copies of all the required documentation.	YES	
I have completed, signed and attached my personal statement (Section 2).	YES	
I have attached documentary evidence regarding my financial hardship (Section 2).	YES	N/A
I have attached a signed statement of support (Section 2).	YES	
Any other supporting documents attached? Please list them here:		
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•		
•		
Name of applicant:		
Signed:		Date: