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| KLUWELL PUBLICATIONS EDUCATIONAL BURSARY |

Kluwell Publications, based in Bendigo, is an Australian Company formed in 1998. Kluwell Publications publish and distribute quality, innovative educational products which have been developed and endorsed by teachers, students and parents. Kluwell is owned and operated by two Directors – Andrew Coldwell and Stan Kluzek. Both Stan and Andrew have been principals, classroom teachers and curriculum consultants, and as students were required to relocate from home in order to complete their studies. They understand the financial obstacles and other barriers facing students from rural and remote locations.

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| HOW MUCH IS THE BURSARY? |

$1000

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| WHO IS ELIGIBLE TO APPLY? |

To be eligible to apply, you must:

* be enrolled in the Bachelor of Education (Primary) full time at the Bendigo Campus in 2017
* be undertaking practical placements in rural and remote primary schools
* be experiencing financial and/or educational disadvantage

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| HOW ARE APPLICATIONS ASSESSED? |

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

* an application form addressing the eligibility criteria and including a personal statement detailing career goals and ambitions and financial situation
* an interview with La Trobe University where required
* endorsement of the applicant by Kluwell Publications.
* confirmation of your practical placement

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| PREPARATION OF YOUR APPLICATION |

* **Alternative format:** This application form is available in an alternative format for those who need it, on request to the Scholarships Unit.
* **Detailed information:** Make sure you provide full details requested in Sections 1, 2 and 3 of this application. All information will be treated in strict confidence.
* Attach a copy of your Year 12 results to your application
* Attach documentary evidence to support the financial information you provide
* Attach your personal statement
* **False or misleading information:** La Trobe University reserves the right to withdraw an offer of a scholarship 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.
* **Progress of your application:** Please do not contact the Scholarships Unit to ask about the progress of your application after you have submitted it. Staff will not be able to provide this advice on an individual basis, as they will be processing a large number of applications in a short timeframe.

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| COMPLETED APPLICATION FORM |

* You may post your application to the address below, OR
* You may email the application to the email address below.

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| If sending BY POST addressed to:  PRIVATE & CONFIDENTIAL  Senior Officer, Admissions & Scholarships  Student Operations  David Myers Central  La Trobe University, Bundoora  VIC 3086 | If delivering IN PERSON to Bendigo Student Administration, please address the envelope as below:  PRIVATE & CONFIDENTIAL  Senior Officer, Admissions & Scholarships  Student Operations  C/O Student Administration  Edwards Road  Flora Hill, Bendigo 3550 |
| EMAIL to: [scholarships@latrobe.edu.au](mailto:scholarships@latrobe.edu.au) | |

**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/](http://www.latrobe.edu.au/privacy/)

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| SECTION 1: PERSONAL DETAILS |
| |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  * 1. Student ID Number   (if known)   * 1. Title  MS  MISS  MRS  MR   Family Name First Given Name   |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | D | D | / | M | M | / | Y | Y | Y | Y |  * 1. Gender  Female  Male Date of birth   2. Contact details   Address Suburb or Town   |  |  |  |  | | --- | --- | --- | --- | |  |  |  |  |   State Postcode   * 1. Other contact details where you can be contacted directly or a message can be left for you   Telephone (day time) Mobile phone  Email  1.6 Are you the first person in your family to attend University?  Yes  No |
| SECTION 2: FINANCIAL INFORMATION |
| * 1. Complete the table below as accurately as possible, indicating which forms of income you are currently receive or expect to receive in 2017, and how much per fortnight. Tick YES or NO for all items 1) to 17). Please make realistic estimates if you do not know exactly what your income will be in 2017. * Details of your financial situation (and your partner if applicable) are required, NOT the detailed financial circumstances of your parents/family. * Please make estimates that are as realistic as possible. * **You must** attach documentary evidence to support the financial information you (the student applicant) provide. * If you have a partner, include the fortnightly income for both you and your partner for each type of income that either or both of you receive.      |  |  |  |  | | --- | --- | --- | --- | | **GOVERNMENT FINANCIAL ASSISTANCE** | **YES** | **NO** | **Net amount per fortnight you (or you and your partner) expect to receive in 2017.** | | Youth allowance |  |  | $ | | Austudy |  |  | $ | | ABSTUDY |  |  | $ | | Newstart Allowance |  |  | $ | | Disability Support Pension |  |  | $ | | Carer Payment |  |  | $ | | Age Pension/Widow’s Pension |  |  | $ | | Health Care Card (tick Yes or No, no $ amount) |  |  | $ | | Parenting payment – single |  |  | $ | | Parenting payment - partner |  |  | $ | | **OTHER (NON-GOVERNMENT) INCOME** | **YES** | **NO** | **Net amount per fortnight you (or you and your partner) expect to receive in 2017. You must write a $ amount for each question where you answer YES.** | | Financial assistance from family, whether as a payment to you or in kind. Tick YES if you expect to receive any kind of financial support from your family, estimate the value per fortnight and write the $ amount in the space provided. |  |  | $ | | Paid employment |  |  | $ | | Scholarships, bursaries or grants that you already receive in 2017. Calculate an average per fortnight if paid in a lump sum. |  |  | $ | | Child support (from child’s other parent). |  |  | $ | | Other income – write details here: |  |  | $ | | Total fortnightly income | | | $ | | How many people, including yourself, does your income support? | | | Number of people supported by total fortnightly income: | |  | | | |  * 1. Please tick one box to indicate which of the following will best describe your personal living circumstances in 2017.  |  |  | | --- | --- | |  | Single, living at home, supported financially by family e.g. allowance, or rent, food, transport paid for | |  | Single, living at home, but primarily supporting myself financially | |  | Single, living away from home but partly supported financially by my family | |  | Single, living away from home, and supporting myself financially | |  | Mature age single person living independently | |  | Sole parent | |  | Living with partner, with no dependents | |  | Living with partner, with dependents | |  | Carer (🗎 must have Centrelink benefit for this category) | |  | Other - please specify: |   2.3 Do you have an unusually high level of expenses as a result of special personal or health circumstances e.g. special medical expenses relating to an ongoing illness or disability, additional transport or equipment expenses because of a disability, special expenses related to caring for someone else with ongoing special needs?  YES  NO  *If YES, you should provide details of these expenses in relation to your particular situation in your personal statement in Section 3.* |
| SECTION 3: PERSONAL STATEMENT - TO BE COMPLETED BY STUDENT |
| * Please ATTACH a personal statement detailing your career goals and ambitions (up to 500 words) * You **must** attach documentary evidence to support the financial information you have provided. * If you are ineligible for Centrelink benefits, please explain why in your personal statement and provide documentary evidence of your financial circumstances. * You must attach documentary evidence to support the educational disadvantage information you have provided. (If applicable).   I have read and understood the information on page one of this form, including the declaration, and agree to these conditions.  Student signature: Date:    Parent/ Date:  guardian signature:  (Applicants under 18 years must have permission from a parent/guardian to apply.) |