



OS-HEL P
Application Form



OS-HELP Loan Application Form

OS-HELP provides financial assistance to eligible students who are normally based in Australia to undertake part of their course of study overseas. OS-HELP assistance may be used to cover expenses associated with overseas study, such as airfares, accommodation and other travel or settling expenses.

In accordance with the Guidelines for OS-HELP established under the Higher Education Support Act 2003 by the Department of Education, Science and Training (DEST), and as outlined in the La Trobe University "Information for Applicants" guidelines provided with the Application Form, applicants must meet all of the following criteria to be considered for an OS-HELP loan.

To be entitled to OS-HELP assistance in relation to a six month study period, a student must:

- be an Australian citizen or the holder of a permanent humanitarian visa;
- not have received OS-HELP on more than one other occasion;
- be enrolled in an undergraduate course of study with La Trobe University;
- have already completed at least 1 EFTSL of study that counts towards their course of study, as a Commonwealth supported student;
- be enrolled* in full-time study with an overseas higher education institution for study that commences on or after 1 January 2005 and for which the student will be outside Australia while undertaking the study; (*students must have received approval for their overseas study from La Trobe University);
- have their overseas study count as credit for the course of study that they are enrolled in with their home provider;
- still have at least 0.5 EFTSL of study yet to complete in their course of study on return from their overseas study;
- provide a Tax File Number (TFN) when applying for their OS-HELP loan;
- not have been granted an OS-HELP loan by another provider for an overlapping six month study period.

Students must also meet the requirements for selection as outlined in the La Trobe University OS-HELP loan policy.

Further information regarding OS-HELP can be found at www.goingtouni.gov.au and www.latrobe.edu.au/acadserv



OS-HELP Loan - Application Form

The personal information contained in this form is collected for the purpose of determining your entitlement to OS-HELP assistance. If you provide false or misleading information in applications for OS-HELP, La Trobe University may be required to disclose information contained in this form to the Department of Education, Science and Training. La Trobe University may also be required to disclose your personal information as otherwise authorised or required by law.

Section A:

Surname:

Given Names: Student ID #:

Address:

Postcode:

Telephone: Mobile:

Email:

Course enrolment:

La Trobe University will rank all applications on the basis of average pass marks (or equivalent), provided by applicants as part of this application.

Section B:

1. Are you an Australian citizen or the holder of a permanent humanitarian visa? Yes No
2. Are you currently enrolled in an undergraduate course of study at La Trobe University? Yes No
3. Have you sought approval from your faculty that your overseas study will be counted as credit towards your course of study? (Provide evidence) Yes No
4. Are you enrolled in full-time study, or have received approval from La Trobe University for study, with an overseas higher education institution for study that commences on or after 1 January, 2005 and for which you will be outside of Australia while undertaking study? Yes No
5. Have you completed at least 1 EFTSL of study that counts toward your course of study, as a Commonwealth supported student? Yes No
6. Will you have 0.5 EFTSL* of study yet to complete in your course of study on return from your overseas study? (*This is equivalent to 60 credit points of study at La Trobe University). Yes No
7. Have you provided a Tax File Number to La Trobe University upon enrolment in your course? Yes No
8. Have you previously received an OS-HELP loan? Yes No
 If Yes, for what period of study?
 at which University? in which country?
9. Have you been granted an OS-HELP loan by another provider for the same or overlapping six month study period? Yes No

**If you have answered No to any of Questions 1 - 7, you are not eligible to apply for OS-HELP.
If you have answered Yes to all of Questions 1 - 7, please complete Section C.**

Section C:

Please provide a statement (of no more than 500 words) in support of your application on socio-economic grounds. Note: this information will only be used in the event that more than one applicant has equal WAMS. Please refer to the La Trobe University OS-HELP policy for guidelines when preparing your supporting statement.

Please attach a copy of the La Trobe University approval for your study overseas.

When do you plan to study overseas? From: / / Month/Year To: / / Month/Year

Name of the University: Country:

Do you plan to travel to another country in addition to the above? Yes No

If yes, what country? What University?

Continued overleaf

OS-HELP Application Form

Section D:

Declaration:

I declare that the information provided in this form is true and complete in every detail. I authorise La Trobe University to obtain further information about me from educational and other institutions, if required.

I acknowledge that La Trobe University will determine my eligibility for receiving OS-HELP based on academic merit as outlined in the La Trobe University OS-HELP loan policy, and that my academic record will form the basis on which my application will be ranked. I agree to provide any additional information deemed necessary by La Trobe University in support of my application, should it be required.

I acknowledge that La Trobe University reserves the right at any stage to vary or reverse any decision regarding admission or enrolment made on the basis of incorrect or incomplete information.

I am aware of the conditions relating to my acceptance of OS-HELP. I have received, read and agree to the conditions outlined in the OS-HELP Support for overseas study leaflet and OS-HELP Statement of Terms & Conditions leaflet. I acknowledge that a condition of acceptance of OS-HELP is the completion of the OS-HELP Debt Confirmation form.

I wish to apply for \$ as an OS-HELP loan. Further information regarding OS-HELP can be found at www.goingtouni.gov.au and www.latrobe.edu.au/acadserv

I am aware that the personal information contained in this form is collected for the purpose of determining my entitlement to OS-HELP assistance. If I provide false or misleading information in applications for OS-HELP, La Trobe University may be required to disclose information contained in my application and supporting documentation to the Department of Education, Science and Training. I also understand that La Trobe University may be required to disclose my personal information as otherwise authorised or required by law.

Signed:

Date:

Section E:

Checklist:

Have you answered all questions?

Signed and dated the application?

Have you read the OS-HELP Statement of terms & conditions?

Have you read the OS-HELP Support for overseas study leaflet?

Have you provided a statement supporting your application?

Address your application to: The OS-HELP Officer
Fees & HECS Office
La Trobe University
Victoria 3086

You will receive acknowledgement of receipt of your application within 10 days of lodgement and an outcome of your application within 1 month of the application closing date for the six month study period outlined in the La Trobe University OS-HELP loan policy.

 latrobe.edu.au/acadserv