

What are the La Trobe Access Scholarship?

Each year La Trobe University offers a number of scholarships to students commencing tertiary studies for the first time who can demonstrate financial hardship and/or educational disadvantage.

We are running a mid-year application round for students who are commencing their tertiary studies in Semester 2 2018.

Up to 10 La Trobe Access Scholarships may be offered in this round.

Please contact the Scholarships Office if you have any questions: scholarships@latrobe.edu.au

How much is the scholarship?

The La Trobe Access Scholarship is awarded on the condition that the recipient maintains full time enrolment at La Trobe University (unless you have formal approval to hold the scholarship as a part time student).

The La Trobe Access Scholarship is valued at \$3000 per year paid in two instalments of \$1500 after confirmation of full-time enrolment at the 1st and 2nd semester census dates for the term of the scholarship.

If you receive formal approval to hold the scholarship as a part-time student, you will be paid at the part time rate of \$750 for each semester that you are enrolled part time.

Who is eligible to apply?

To be eligible to apply for this scholarship, you must:

- be an Australian or New Zealand citizen, or holder of an Australian permanent resident visa or permanent humanitarian visa; and
- be commencing the first year of an undergraduate bachelor degree in Semester 2, 2018 (commencing students are defined as those starting a university course at first year undergraduate level for the first time at any institution)
- meet criteria for educational disadvantage (including financial, caring for others, non-English speaking background, disability or other hardship or disadvantage)

Applicants are not eligible for the La Trobe Access Scholarship if they have already commenced a bachelor degree or higher award at any time prior to Semester 2, 2018, at any institution, whether or not it was completed, and regardless of how long ago they were enrolled. Students enrolled on a part-time basis may be considered in exceptional circumstances outside your control.

How do I apply?

To apply for the La Trobe Access Scholarship you should complete the online application via the link on the Scholarships website: <http://www.latrobe.edu.au/scholarships/la-trobe-access-scholarship> by 22 July 2018.

You must meet all the general eligibility criteria and be able to provide supporting documents as evidence of your circumstances. Personal Statements made without independent verification will disadvantage your application.

How are the applications assessed?

Students will be ranked by criteria focused around the financial disadvantage criteria within [VTAC SEAS](#) and [equity scholarships](#). Other indicators will be considered such as low SES status, First in Family, regional status, Aboriginal & Torres Strait Islander and distance travelled to placement.

Your application will be ranked with all other applications after a careful assessment of all the information and evidence you provide about your circumstances. Once financial hardship is confirmed, other personal circumstances are taken into consideration such as whether you are Indigenous, from a refugee background, have significant caring responsibilities, and have a disability or medical condition or other personal hardship. You should provide as much information as possible to support your case. Your application is strictly confidential and subject to Privacy and Data Protection Act (2014).

It is your responsibility to provide the required supporting documentation with your application by the closing date and you will not be contacted for missing or incomplete supporting documentation after the closing date.

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

Can I apply for this scholarship if I already have a scholarship?

No, if you already have a La Trobe University Scholarship, you cannot receive the La Trobe Access Scholarship.

How to prepare your supporting documentation

Supporting documentation is a written verification from someone who is qualified to comment on your circumstances. For example, to demonstrate that you experience financial hardship you will need to supply **your own** income statement from Centrelink. If you are not receiving Centrelink benefits, you will need to provide other documentation to validate your financial circumstances such as a copy of your tax statement and copies of your recent payslips.

If you indicate Difficult Circumstances have affected your education, you will need to provide supporting documentation from a “responsible person.” A responsible person is someone who:

- is an Australian citizen or permanent resident who is 18 years of age or older; and
- has known you for at least 12 months or for the entire duration of the circumstance(s), whichever is shorter; and
 - is not related to you by birth, marriage, de facto 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 circumstance(s). Important: **in cases of medical circumstances, this is generally only applicable to the treating medical professional.**

We will not be able to contact you for missing documents or information. **Additional supporting documentation cannot be submitted separately after the closing date. Statements made without validation by supporting documentation will disadvantage your application.**

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.

Request for a review of an unsuccessful outcome

Unsuccessful applicants may make a formal request in writing to the Scholarships Office in the first instance, for a review of the assessment of their application. A review will be conducted **based on procedural grounds only**. This means that no additional information or explanation of an applicant’s circumstances that was not included in the original application will be considered if a review is undertaken.

The applicant will be notified in writing of the outcome of a review within 15 University business days of the request being received at the Scholarships Office. Scholarships Office staff will not be able to discuss the review or the outcome with the applicant.

An applicant who has requested a review will be advised, in the letter notifying them of the outcome of review, how to seek advice from the University Ombudsman’s Office in the event that they are not satisfied with the outcome of review process.

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 Office as noted below. The La Trobe University privacy policy can be viewed at: www.latrobe.edu.au/privacy/