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| **Personal details** |  | |
| La Trobe student ID: Click or tap here to enter text. |  | |
| Family name: Click or tap here to enter text. | Given name(s): Click or tap here to enter text. | |
| Degree: Click or tap here to enter text. | School: Click or tap here to enter text. | |
| **Eligibility** | |

Candidates who have received one of the following stipend scholarships are eligible to apply for a thesis allowance. Please indicate below which scholarship you were awarded.

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| Research Training Program (RTP) stipend scholarship  La Trobe Graduate Research Scholarship (LTGRS)  La Trobe Industry Research Scholarship (LTIRS)  La Trobe Flexible Research Scholarship (LTFLEX)  David Myers Scholarship (DMS)  Australian Postgraduate Award (APA)  The thesis allowance is payable for expenses associated with the production of the thesis for examination. The production of a thesis includes services, such as, editing, proofreading and printing bound copies, if required by examiners for the examination process. The maximum amount will be in accordance with the current rate approved by the University in the relevant [Terms and Conditions](https://policies.latrobe.edu.au/download.php?associated=1&id=175). The allowance **does not include** such costs as the purchase of computer equipment and software, nor a bound copy of your thesis for personal use.  Please ensure thatyou provide original receiptswhich are signed, dated and include the name, address, contact details and ABN number of the business and a description of the service provided, along with the amount paid by the scholarship holder.  Claims can be lodged up to twelve months from the date the thesis is submitted for examination OR two years after the expiry of the scholarship, whichever comes first. Claims should be emailed to [exams.grs@latrobe.edu.au](mailto:exams.grs@latrobe.edu.au).  Approved claims will be reimbursed to the bank details saved in [StudentOnLine](http://www.latrobe.edu.au/students/enrolment/studentonline) – please ensure your bank details are up to date in [StudentOnLine](http://www.latrobe.edu.au/students/enrolment/studentonline) before submitting this claim form.   1. Login to [StudentOnLine](http://www.latrobe.edu.au/students/enrolment/studentonline) 2. Click the My Finances tile and select the Bank Details tab from the side menu 3. Select ‘Electronic Funds Transfer’ from the Payment Method drop-down 4. Select ‘BSB’ from the Bank Transfer Method drop-down 5. Enter your Electronic Funds Transfer (EFT) details:    1. BSB    2. Account (number)    3. Bank Name    4. Payee Name 6. Save your changes |  |  |  |  |  |  |

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| **Declaration of award holder** |

I declare that the attached claims and information supplied by me on this form are complete, true and accurate. I am aware that there are penalties for providing misleading or attempting to provide false or misleading claims or information.

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date**  Click or tap here to enter text.

Check list:

Thesis submitted

Original receipt/s attached, including details as outlined above

Bank details in [StudentOnLine](http://www.latrobe.edu.au/students/enrolment/studentonline) are up to date.