

Students must read the OS-HELP Policy and Procedures before completing this form which can be found at:

<http://www.latrobe.edu.au/students/admin/fees-and-money/assistance/loan-studying-abroad>

If you do not meet all of the criteria specified in the policy and procedures, then you are not eligible for an OS-HELP Loan.

OS-HELP Application Form

The personal information contained in this form is collected for the purpose of determining your entitlements 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.

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:

Student Email:

Course Enrolment:

Section B:

Have you previously received an OS-HELP? Yes No

If yes, for what period of study?

When do you plan to study overseas? From: month year To: month year

Country: Name of university/organisation

Section C:

I wish to apply for:

An amount for overseas study NOT in Asia (please see our OS-HELP webpage for current year maximum www.latrobe.edu.au/students/fees/assistance/loan-studying-abroad)

I wish to borrow \$..... OR

An amount for overseas study in Asia (please see our OS-HELP webpage for current year maximum www.latrobe.edu.au/students/fees/assistance/loan-studying-abroad)

I wish to borrow \$.....

And a supplementary amount for Asian language study - (please see our OS-HELP webpage for current year maximum www.latrobe.edu.au/students/fees/assistance/loan-studying-abroad)

I wish to borrow \$.....

Name of Asian language:..... Commencement date of

language study:.....

Section D continued overleaf:

Section D:

- Please attach a statement (of no more than 500 words) in support of your application on socio-economic grounds. Please refer to La Trobe University OS-HELP policy and procedures for guidelines when preparing your supporting statement.
- Please attach an approved Study Plan (approved by your course/subject co-ordinator or Head of College/Dept) for your studies overseas, or proof of enrolment in your clinical placement / study tour. www.latrobe.edu.au/students/fees/assistance/loan-studying-abroad

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 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 Support for overseas study leaflet and OS-HELP statement of terms and conditions leaflet. I acknowledge that a condition of acceptance of OS-HELP is the completion of the OS-HELP Debt Confirmation form.

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 Government. I also understand that La Trobe University may be required to disclose my personal information as otherwise authorised or required by law.

Signed:

Date:

Address and submit your application to: OS-HELP
Fees, Financial Aid & Government
Reporting
La Trobe
University Victoria

Or alternatively submit via [ASK La Trobe](#) or
handed in to: ASK La Trobe (Library)

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

The Fees, Financial Aid & Government Reports office collects and uses your personal information for the purpose of establishing and maintaining your entitlements and obligations as an enrolled student. We are required to collect your personal information under the HES Act and ESOS Act and are required to disclose your information to some government agencies. A detailed collection notice is available at <http://www.latrobe.edu.au/privacy/student-information/privacy-collection-notice>.

OFFICE USE ONLY

- Australian citizen or Permanent Humanitarian visa
- 1 EFTSL Completed
- 0.125 EFTSL remaining upon return
- Statement attached
- Study Plan attached
- Registered Spreadsheet

Decision Checklist

- Acknowledgment email
- Applicant has met the elig. criteria to receive loan
- Applicant has met the select. criteria to receive loan
- Loan approved
- Loan not approved
- Student notified