



Application for RENTAL ASSISTANCE SCHOLARSHIPS 2011

BACKGROUND

Swinburne Equity and Disability Support Service are awarding 50 rental assistance scholarships to students from low socio-economic backgrounds or experiencing significant financial disadvantage. Scholarships are to the value of \$2,000 and paid in fortnightly instalments of \$100 with a lump sum backdated to March 2011 for those students enrolled from Semester 1. Students enrolling in Semester 2 will be entitled to \$1,000. The scholarships have been made possible through funding provided by the Commonwealth Department of Education, Employment and Workplace Relations Higher Education Participation and Partnerships Program.

WHO SHOULD COMPLETE THIS FORM

Applications are open to students who fulfil all the following criteria:

- Domestic students who are enrolled in a Higher Education undergraduate course of study (including OUA); and
- Are full-time. Exceptional circumstances for studying part-time will be considered; and
- Are paying rent or board **not mortgage payments**. Students living in the family home paying board and contributing to household expenses are eligible to apply; and
- Can demonstrate a low socio-economic background or experience of significant financial disadvantage; and
- Can provide proof of lease agreement or rental certificate verifying rental arrangement for the current year, or a statutory declaration detailing the rent/board paid if living in shared accommodation or with parents/relatives

HOW TO COMPLETE THIS FORM

- Answer all questions and sign and date the application form
- Attach all documentation – Your application **will not** be considered if you do not provide sufficient supporting documentation. Do not send originals as documents will not be returned
- Submit your application form and all supporting documentation via:

Post to:
**Equity Project Officer
Student Services (H10)
PO Box 218
Hawthorn Vic 3122**

Or

Hand Delivery to:
**Reception
Level 1 Swinburne Place West (SPW)
Cnr Frederick and Wakefield Sts
Hawthorn Campus**

The closing date for Applications is 5 pm, Monday, 22 August 2011

SECTION A PERSONAL DETAILS

Title (Mr, Mrs, Miss, Ms)	<input type="text"/>
Surname or Family Name	<input type="text"/>
Given Names	<input type="text"/>
	(leave space between names)
Semester Address (don't forget to include your state and post - code)	<input type="text"/>
Telephone (home)	<input type="text"/>
	Mobile <input type="text"/>
Email (student email only)	<input type="text"/>

- Are you an Australian Citizen? YES NO
- Are you a Permanent Resident? YES NO
- Are you a holder of a Humanitarian Visa? YES NO

What is your date of birth? _____

SECTION B ENROLMENT DETAILS

Swinburne Student ID No.

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Swinburne Course Title	Year Level	Campus	Full-/Part-time*

1. Are there any exceptional circumstances leading you to study part time?

SECTION C EQUITY ASSESSMENT

- 1. Do you have a disability that impacts on your study? YES NO
- 2. Are you of Aboriginal or Torres Strait Islander descent? YES NO
- 3. Have you relocated from a rural or regional area to study at Swinburne? YES NO

If you answered yes, please name the place and postcode _____

SECTION D HOUSEHOLD ARRANGEMENTS

1. With whom do you live? *(tick one of the following and complete as appropriate)*
- | | |
|---|--|
| <input type="checkbox"/> Alone, or in shared accommodation
(not with family) | <input type="checkbox"/> With partner / spouse – no. of dependents (under 18) _____ |
| <input type="checkbox"/> With parent/s or guardian/s (no. of other siblings living with parents) _____ | <input type="checkbox"/> Alone, as a sole parent – no. of dependents (under 18) _____ |
| <input type="checkbox"/> With partner / spouse (no dependents) | <input type="checkbox"/> Other – please specify _____ |

2. If you are living with your parent/s or guardian/s are you paying board? YES NO

3. If you are living away from home, please explain why?

SECTION E INCOME DETAILS

Please provide estimated and known net income for period: 1 January – 31 December.

1. Are you currently receiving a Centrelink benefit (e.g. Youth Allowance, Austudy, Abstudy)? YES NO

If yes, please specify all Centrelink benefits:

Type of Benefit	Amount per fortnight
	\$
	\$
Total Fortnightly	

PLEASE NOTE: You are required to attach a copy of your most recent Centrelink benefit/s statement

2. Are your parents in receipt of a Centrelink benefit? YES NO

If you answered yes, please specify type of benefit _____

3. Are you in receipt of any other income? If received one-off payments please average over the 12 month period and then by fortnight. YES NO

If yes, please specify all sources of income:

Type of Income	Amount per fortnight
Employment	\$
Scholarships/grants	\$
Please specify _____	
Financial assistance from family	\$
If partnered, please provide partner's income	\$
Any other fortnightly income	\$
Total Fortnightly	

PLEASE NOTE: You are required to attach a copy of your pay slips for the last month and most recent bank statement

SECTION F EXPENSE DETAILS

Please provide estimated and known rent/board expenses for period: 1 January – 31 December.

	Fortnightly Expenses
Rent/board/ (please circle)	\$

PLEASE NOTE: You are required to provide proof of lease agreement or rental certificate verifying rental arrangement for the current year, or a statutory declaration detailing the rent/board you are paying if you are living in shared accommodation or with your parents/relatives

SECTION G FINANCIAL DISADVANTAGE

Is there any additional information that should be considered regarding your financial situation? For example inability to meet living expenses, caring responsibilities, family circumstances, health issues, unable to work.

SECTION H OTHER

1. How did you hear or find out about the Rental Assistance Scholarships?

NOTE TO THE APPLICANT

Equity and Disability Support Service, Student Services, will contact you should further information be required.

- A final decision on your application will not be made until after the closing date.
- All applicants will be notified via their student email of the outcome of their application.
- No information regarding the progress of applications can be given to applicants during the selection process.

CHECKLIST

- ✓ Ensure you have completed all sections of the application form
- ✓ Please ensure you have attached all relevant documentation as requested:
 - copy of your pay slips for the last month
 - copy of most recent statements of all Centrelink payment/s you receive
 - copy of your bank statement for the last month
 - copy of your lease agreement or rental certificate verifying rental arrangement for the current year, or a statutory declaration detailing the rent/board you are paying if you are living in shared accommodation or with your parents/relatives.
- ✓ Do not attach any original documents.
- ✓ Sign and date the application form in Section I.

SUBMITTING THE APPLICATION

Applications must be submitted no later than 5pm on the Closing Date, Monday, 22 August 2011.

SECTION I APPLICANT'S DECLARATION

The information provided by you in this form is for the purpose of assessing your eligibility for rental assistance grants. Some statements made in this application may also be used for the purposes of research; however applicant's identities will be removed. Swinburne collects, uses and destroys information in accordance with our Privacy Policy. The privacy statement can be viewed at www.swin.edu.au/privacy. Enquiries relating to information included on this form should be directed to the Student Equity Unit – details at <http://www.swin.edu.au/stuserv/equity/team.html>

I give permission to Student Equity Staff to access my Swinburne academic enrolment to assess my eligibility for these awards.

I declare that to the best of my knowledge the information provided is true and correct.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

All applicants will be notified via their Swinburne student email account in September 2011. Payment for successful applicants will commence in September with a lump sum backdated to March 2011 and continue on a fortnightly basis thereafter. Successful applicants will be required to provide details of a nominated bank account in their name for payment.

Please refer to the Scholarship Conditions document about scholarship information and conditions