

APPLICATION FOR FINANCIAL SUPPORT

If you are experiencing severe or sudden financial hardship that may affect your ability to continue in your course of study you may apply for Financial Support. Financial Support grants are available for essential living and study expenses up to a maximum amount of \$2,000. The following criteria apply without exception; that you will not be provided with financial support for repayment of debts or loans, or FEE-HELP.

Please read through the information in **Section 5.6.2 Financial Support** in the [AFTRS Student Handbook](#) and the information below before completing this application.

The process of applying for Financial Support:

- Financial support applications are managed by Student Engagement Managers who work in the Student Centre. As a first step, you are encouraged to book an appointment with a Student Engagement Manager <https://aftrs.libcal.com/appointments/> to explore and talk through your current circumstances, and to ask any questions.
- If you would like to apply for Financial Support please email this Financial Support application form completed with relevant supporting documents to StudentEngagementManager@aftrs.edu.au. Documentation is required to support details provided in the application form. This may include bank statements and rental agreements.

Applications are assessed on a case-by-case basis with details of your financial situation kept strictly confidential. Applications are approved or declined within 10 working days from receipt by the Student Centre. You will be advised in writing of the outcome of the application. Decisions will be made at AFTRS' discretion on the merits of each case and are dependent on availability of funds. AFTRS decision is final.

Note: Attach a separate page if more space is required. A contribution to relocation costs will only be considered where applied for prior to relocation and the student can demonstrate an inability to relocate to Sydney without this assistance.

1. STUDENT DETAILS

Name:

Student Number:

Course:

2. STUDENT FINANCIAL POSITION

Estimate as accurately as possible your weekly income and expenditure for a normal week:

Income		Expenditure	
Austudy/Youth Allowance	\$	Rent/other accommodation costs	\$
Other Centrelink Benefit	\$	Bills (phone, electricity etc.)	\$
Family/Parental Allowance	\$	Food	\$
Scholarships, bursary or other forms of income support	\$	Study related costs (books, stationary etc.)	\$
Employment	\$	Transport/ Fares	\$
Draw on savings	\$	Spending money	\$
Other income	\$	Credit cards and/or other loans	\$
		Other expenditure	\$
TOTAL	\$	TOTAL	\$

Other Financial Support

Indicate the type of external financial assistance you have applied for and/or obtained.

Attach evidence wherever possible.

Type of financial assistance:	Applied and/ or Obtained	
Abstudy / Austudy / Youth Allowance	Yes <input type="checkbox"/>	No <input type="checkbox"/>
AFTRS Scholarship e.g. Equity Scholarship	Yes <input type="checkbox"/>	No <input type="checkbox"/>
AFTRS Financial Support	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Other (please provide details)		

3. REASON FOR APPLICATION

Indicate the reason for applying for financial support and what circumstances have led to this situation.

Amount requested: \$

4. SUPPORTING DOCUMENTATION

Supporting documentation is required with this application. Please provide documentation that supports the amounts completed in the **2. Student Financial Position** table and supports **3. Reason for application** identified in the box above. When providing bank statement/s, please ensure they are current (the last 1-2 months of transactions) with your full name visible on the Statement. Please email all documentation with this completed application form to StudentEngagementManager@aftrs.edu.au. Once received and reviewed, the Student Engagement Manager may request additional documentation to recommend the application to the delegate for consideration and approval.

5. BANK DETAILS

Please provide bank details below. If the application is approved this is the bank account the amount will be paid into:

Name of Account:	
BSB:	
Account Number:	
Bank:	
Amount	

6. STUDENT DECLARATION

I declare the information I have submitted in this application is true, correct and not misleading. I understand giving false or misleading information may be an offence under the Criminal Code. For that reason, AFTRS may not process my application or vary or reverse any decision concerning my application. [I authorise AFTRS to contact any person or organisation on the supporting documents provided for the purpose of verifying information.]

Signed:		Date:	
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7. PRIVACY INFORMATION

AFTRS requires the information you give in this application and in supporting documents, to process the application. Where required to meet AFTRS' legal or administrative obligations, AFTRS may disclose this information to other Australian government entities. AFTRS collects and deals with your personal information according to Australian privacy law and AFTRS' [Privacy Policy](#). This policy details how you may access and correct the personal information AFTRS holds about you, and how you may complain about any privacy breaches.

8. RECOMMENDATION AND APPROVAL

Meeting with Student Engagement Manager	Date:	
Application received in the Student Centre:	Date:	
Application complete with all required documents:	Date:	

Student Engagement Manager: Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/>	Amount: \$	
	Signature:	Date:

Head of Student Centre or delegate: Approved <input type="checkbox"/> Not Approved <input type="checkbox"/>	Signature:	Date:
Statement of reasons (if not approved; if a reduced amount is approved; or any conditions imposed by the delegate).		

9. STUDENT CENTRE NOTES: