

# APPLICATION FOR OVERSEAS STUDY PROGRAM FINANCIAL SUPPORT

Please complete this form electronically. Your application must then be emailed to [educationabroad@vu.edu.au](mailto:educationabroad@vu.edu.au) once signed and dated.

## PERSONAL DETAILS

STUDENT ID:

TITLE:  MR  MISS  MS  MRS  OTHER:

FAMILY NAME (AS STATED IN PASSPORT):

GIVEN NAME (AS STATED IN PASSPORT):

COUNTRY OF CITIZENSHIP:

COUNTRY OF BIRTH:

DATE OF BIRTH (DD/MM/YYYY):

ARE YOU AN INTERNATIONAL STUDENT?  YES  NO

## CONTACT DETAILS

Please ensure that your contact details have been updated in MyVU as these will be used.

EMAIL:

MOBILE/CELL:

## VICTORIA UNIVERSITY COURSE DETAILS

COURSE LEVEL:  VOCATIONAL (TAFE)  UNDERGRADUATE  POSTGRADUATE

COURSE NAME:

COURSE CODE (EG BBAN):

EXPECTED YEAR OF COMPLETION:

## PROPOSED STUDY PROGRAM

VICTORIA ABROAD EXCHANGE PROGRAM  INDEPENDENT STUDY ABROAD  STUDY TOUR  SHORT TERM PROGRAM / INTERNSHIP

## EXCHANGE/STUDY ABROAD STUDY PERIOD

1 JANUARY – 30 JUNE (SEMESTER 1)  1 JULY – 31 DECEMBER (SEMESTER 2)

## STUDY DATES (TO BE COMPLETED BY ALL STUDENTS)

COMMENCEMENT DATE OF STUDY PROGRAM (DD/MM/YYYY):

END DATE OF PROGRAM (DD/MM/YYYY):

NAME OF INSTITUTION (IF APPLICABLE):

COUNTRY:

**FINANCE APPLICATION****STUDY OVERSEAS GRANT**

ARE YOU APPLYING FOR A STUDY OVERSEAS GRANT?

 YES NO

HAVE YOU PREVIOUSLY RECEIVED A STUDY OVERSEAS GRANT?

 YES NO

IF YES, WHAT WAS THE AMOUNT OF YOUR PREVIOUS GRANT?:

<b>OFFICE USE ONLY</b>	<input type="checkbox"/> APPROVED	<input type="checkbox"/> NOT APPROVED
	<b>GRANT AMOUNT:</b>	
	<b>APPROVED BY:</b>	<b>DATE SENT TO FINANCE:</b>

**OS-HELP LOAN** (Australian citizens, permanent humanitarian visa holders or New Zealand Special Category Visa holders only)

ARE YOU APPLYING FOR AN OS-HELP LOAN?

 YES NO

ASIAN LANGUAGE TO BE STUDIED, IF APPLICABLE:

OS-HELP SUBSIDY FOR ASIAN LANGUAGE:

DATE TO BEGIN LANGUAGE COURSE (DD/MM/YYYY):

DATE TO END LANGUAGE COURSE (DD/MM/YYYY):

<b>OFFICE USE ONLY</b>	<input type="checkbox"/> APPROVED
	<input type="checkbox"/> NOT APPROVED
	<b>APPROVED BY:</b>
	<b>DATE SENT TO FINANCE:</b>

**BANK DETAILS**

NAME OF BANK:

NAME ACCOUNT IS HELD UNDER:

BSB NUMBER: \_ \_ \_ - \_ \_ \_

ACCOUNT NUMBER: \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

## DECLARATION

- I agree to use the funds towards the cost of my VU approved overseas study program.
- I agree that in order to receive the VU Study Overseas Grant I must attend the two compulsory Victoria Abroad Pre-departure Sessions (Not applicable to short term/study tours unless provided/required by College.)
- I agree that if for any reason I do not complete my study overseas program, I will return the full amount of the VU Study Overseas Grant to Victoria Abroad with 30 days of the termination of my overseas study program.
- I agree to participate in the Victoria Abroad Ambassadorial Program, complete a Returned Student Survey and provide use of testimonials and photographs to Victoria Abroad upon my return. (Only applicable to semester/year-long Exchange and Study Abroad.)
- I declare that the information I have supplied is complete and correct. I acknowledge that provision of incorrect information or documentation may result in cancellation of any offer of place in a VU Study Overseas Program.
- OS-HELP Loan: I declare that I am an Australian citizen or the holder of a permanent humanitarian visa, have not received an OS-HELP Loan on more than one other occasion, I am enrolled in a Commonwealth Supported Place for an undergraduate or postgraduate course at Victoria University, have completed 96 credit points of study and have at least 12 credit points still to complete in the same degree upon return from my overseas study program. I have read the OS-HELP statement of terms and conditions booklet and have completed, signed and lodged an OS-HELP debt confirmation form to VUI. I have read the instructions, information and Privacy information on the reverse of this form and declare that the information supplied is true and correct.

### STUDENT CONFIRMATION:

### DATE:

### SEND COMPLETED APPLICATION TO VICTORIA ABROAD

#### EMAIL:

educationabroad@vu.edu.au

Footscray Park Campus

Monday to Friday

Building M, Level 4, Room 109

City Flinder Lane Campus

Monday to Friday

Level 3, 301 Flinders Lane

## INFORMATION ABOUT THE OS-HELP LOAN APPLICATION

Please read the information and instructions below carefully before you submit an application for OS-HELP Loan. You can mail or email the completed form to the Victoria Abroad addresses below. We will notify you of the outcome of your application by email.

OS-HELP (Overseas Higher Education Loan Program) is available to eligible full-time undergraduate higher education students who study at an approved institution overseas. Current OS-HELP Loan amounts are stated at [studyassist.gov.au/sites/studyassist/help-paying-my-fees/os-help\\_overseas\\_study/pages/os-help-loans-and-study-overseas](http://studyassist.gov.au/sites/studyassist/help-paying-my-fees/os-help_overseas_study/pages/os-help-loans-and-study-overseas). Students are eligible for one loan per six month study period and a maximum of two six month periods.

To be entitled to OS-HELP assistance for a six month study period overseas, you must:

1. be an Australian citizen or hold a permanent humanitarian visa
2. not have received an OS-HELP Loan on more than one other occasion
3. be enrolled in an undergraduate or postgraduate course of study
4. have already completed at least 1.0 equivalent full-time student load (EFTSL) of study that counts towards your course (96 credit points), as either:
  - a) a Commonwealth supported student
  - b) a HECS liable student under the Higher Education Funding Act 1988
  - c) a student who was exempt on the basis of receiving a merit-based equity scholarship
5. be receiving credit or placement hours for the course of study in which you are enrolled with Victoria University
6. be outside Australia while undertaking the study
7. still have at least 0.125 EFTSL of study to complete in your course (12 credit points), on return from overseas study
8. supply your Tax File Number
9. complete and sign an OS-HELP debt confirmation form
10. be selected by your home provider to receive an OS-HELP loan
11. not have been granted an OS-HELP loan by another provider for an overlapping six month study period.

To be entitled to OS-HELP assistance for an Asian language related to your overseas studies in Asia, you must:

1. Not be receiving credit for your Asian language studies. The language study must be aimed at assisting you in your main overseas course in an Asian country.
2. Commence the language study onshore or offshore prior to the start of your main overseas course.
3. Be applying for OS-HELP assistance for your main overseas course in addition to the OS-HELP language subsidy.
4. Not have received an OS-HELP language subsidy on more than one other occasion.
5. Provide the details of the language you will be studying, course commencement and end date.

You can find more information from the Australian Government Study Assist website at:

[studyassist.gov.au/sites/studyassist/help-paying-my-fees/os-help\\_overseas\\_study/pages/os-help-loans-and-study-overseas](https://studyassist.gov.au/sites/studyassist/help-paying-my-fees/os-help_overseas_study/pages/os-help-loans-and-study-overseas)

---

#### PRIVACY STATEMENT

Victoria University (VU) values your privacy and is committed to handling your personal information in accordance with the Privacy and Data Protection Act 2014 (Vic) and other applicable privacy legislation. The personal information collected on this form will be used primarily for the purposes of assessing and processing this application. VU may also use and disclose your personal information to verify the information provided by you, to comply with government and other reporting requirements and/or to carry out associated activities connected with this application. Your personal information may also be disclosed to Commonwealth and State agencies such as the Department of Education and Training and the Department of Home Affairs in accordance with VU's obligations under the Education Services for Overseas Students Act 2000 (Cth) (**ESOS Act**), the National Code of Practice for Providers of Education and Training to Overseas Students 2018 (**National Code**) and other applicable legislation. Your personal information will not otherwise be used or disclosed without your consent, unless permitted by law. By completing and submitting this application, you agree to VU collecting, using and disclosing your personal information as described above and in accordance with VU's Privacy Policy and Student Information Privacy Collection Statement (which provides further detail about the types of personal information VU may collect from you and how it is managed) available on the Privacy page on our website [vu.edu.au/privacy](https://vu.edu.au/privacy)

You have a right to access your personal information held by VU. If you have any questions regarding privacy, please refer to the [Privacy page](#) on our website, our frequently asked questions at [ASKVU](#) or phone us on 9919 6100 or 1300 VIC UNI (or 1300 842 864).

#### PRIVACY INFORMATION:

We collect and protect your personal information in accordance with our Privacy Policy [vu.edu.au/privacy](https://vu.edu.au/privacy)

If you have any questions, you can access **ASKVU**,  
speak to us via live chat or call us on **+61 3 9919 6100**.

Our VUHQs are located at the following campuses:

City King	St Albans	Footscray Park	Sunshine
City Flinders	Werribee	Footscray Nicholson	