



**Australian Government**  
**Indigenous Business Australia**

## **IBA Scholarship Fund 2010 Round One Application Form**

The IBA Scholarship aims to provide mature age Indigenous people with the opportunity to gain educational qualifications in the areas of commercial or economic management; with a focus on business, finance and leadership skills. This scholarship intends to provide opportunities to applicants who experience financial barriers to undertake study.

This scholarship is focused on mature age Indigenous people to bring valuable knowledge and skills into the scholarship recipient's community and workplace. This in turn can strengthen economic development and leadership within their community.

The scholarship can support qualifications gained through a TAFE or Vocational Education and Training (VET) course, an Undergraduate degree or a Capability Training short course. Short courses would be seen as non-accredited courses which provide practical skills of immediate benefit to the applicant, their organisation or community in business, commercial skills or governance.

This IBA Scholarship round is suitable for applicants who wish to commence study in early 2010.

The following selection criteria will be used in considering the successful recipients.

- **Applicant's suitability for the purpose of the scholarship**
- **Demonstrated need for financial assistance to undertake study**
- **Demonstrated ability and capacity to undertake study**
- **Opportunity to utilise the newly acquired skills and/or knowledge within their community or organisation**

Applications are due by **COB 30 September 2009**. If you require more space on the application then attach additional pages. Please ensure that you have **signed your application**. Signature pages can be either be scanned and emailed, faxed or posted.

**Email:** [scholarships@iba.gov.au](mailto:scholarships@iba.gov.au)

**Fax:** (02) 6246 6507

**Post:** Priscilla McCotter

IBA Scholarships

PO Box 38

WODEN ACT 2606

IBA will provide confirmation of receipt of your application within 10 working days of the closing date for applications. IBA may contact you, your employer or referee to ask further questions concerning your application. It is intended that successful applicants of this round will be notified by **November 2009**. Decisions to grant or decline applications are made entirely at the discretion of the IBA Scholarship Committee.

If you have any queries about the IBA Scholarship Fund 2010 Round One please contact the Scholarship Manager at [scholarships@iba.gov.au](mailto:scholarships@iba.gov.au) or call **1800 107 107**.

## 1. Applicant Details

First Name		Surname	
Age			
Contact Number	(H)	(W)	(M)
Email:			
Residential Address			
	State:	Postcode:	
Postal Address (if different to residential address)			
	State:	Postcode:	

## 2. Work Details

a) If you are currently employed please provide details of your position and description of roles and responsibilities.

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b) If you are currently not employed please provide details of recent voluntary, unpaid, community work or Board involvement. Provide a description of your role and responsibility.

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c) Employer contact details or most recent place of work (includes unpaid).

Employer			
Physical Address		Contact Person	
	State:	Contact Number	( )
		Postcode:	

### 3. Course Details

a) Course Title and Description (Include course code if applicable)

Qualifications to be gained from course: \_\_\_\_\_

Duration of course: \_\_\_\_\_

Start date of course: \_\_\_\_\_

Institution name and location: \_\_\_\_\_

Are you required to complete a Tertiary Preparation or Bridging Course before starting your course? **Yes/ No** (delete whichever does not apply)

If are undertaking part time study, please outline the reasons why below.

b) In 250 words or less, outline how the course will further your commercial or economic management knowledge and skills in the areas of business, finance or leadership.

c) In 250 words or less outline how the skills and knowledge gained from your course will be used to benefit your community?

#### 4. Application Support

Please provide two referee letters of support from your employer, community or Aboriginal or Torres Strait Islander Organisation. The letters should indicate if you have their support to undertake study and the opportunity to apply the new skills within your community or workplace.

#### 5. Education History

Please provide us with the details of your educational achievements including; qualification title, institution name and year of attainment.

	Qualification/Attainment	Institution	Year
Secondary			
VET or TAFE			
Tertiary Education (University)			
Other relevant courses and training			

#### 6. Financial Assistance

The IBA Scholarship Fund aims to provide a broad range of financial assistance to assist Indigenous students to successfully complete their qualification. Assistance can be tailored to the individual circumstance, including living away from home allowances, and could include:

##### Study assistance

- Course costs
- Study resources/ancillary course costs
- Communication costs (telephone, broadband)
- IT equipment (lap top, printer)
- Living expenses
- Transport costs
- Child Care

##### Living away from home assistance

- Relocation costs
- Travel costs for family visits
- Accommodation costs

a) Does your workplace provide training or financial assistance for your course?

**Yes/ No** (delete whichever does not apply)

b) Outline the reason why you need financial assistance to undertake your course?

c) Please indicate your taxable income for 2008-09 \$ \_\_\_\_\_

d) Please indicate your partner/spouses taxable income for 2008-09 \$ \_\_\_\_\_

(You may be requested to provide supporting documentation for Q.6c & d)

e) Please provide details of any other study related financial assistance that you have received or applied for.

Financial Assistance	Funds to be spent on	Amount
		\$
		\$
		\$

f) Please list the financial support you need to undertake your course. Provide the reasons why you need each item. If your course is longer than one year, please outline the financial assistance requested for each year.

**Total Scholarship amount requested: \$ \_\_\_\_\_**

**1<sup>st</sup> Year**

Item	Actual Cost	Other Assistance	Balance Sought	Reason for Item
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
<b>Total:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

**2<sup>nd</sup> Year**

Item	Actual Cost	Other Assistance	Balance Sought	Reason for Item
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
<b>Total:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

### 3<sup>rd</sup> Year

Item	Actual Cost	Other Assistance	Balance Sought	Reason for Item
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
<b>Total:</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	

### Declaration

I declare that all the information I have supplied in this application is complete and correct. I understand that my application may be rejected if I provide false or misleading information.

I declare that should my circumstances change in any way that affects the information provided in is application, that I will inform IBA immediately.

I agree to provide information and verification documents as requested by IBA.

Applicant signature: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_\_\_

### Confirmation Documents

Confirmation of the details set out in this application may be required before any IBA Scholarship can be awarded. These can include;

- Proof of enrolment
- Proof of academic progress or achievement (e.g. academic transcripts, certificates)
- Proof of Aboriginal or Torres Strait Islander descent
- Proof of financial assistance costs (e.g. quotes)
- Date of Birth documentation
- Proof of taxable income for 2008-09

Successful IBA Scholarship recipients must sign an Agreement form in order for Scholarship payments to commence. The Agreement form will outline the requirements and expectations of IBA Scholarship recipients such as reporting, academic requirements and promotion of the Scholarship.

*Please note that any information that you have supplied or will supply to Indigenous Business Australia in connection with your IBA Scholarship will be dealt with in accordance with the provisions of the National Privacy Principles Act 1988.*

## Checklist

- Application forms are signed and dated.
- Two letters of support is attached.
- Any additional documentation is attached.
- All applications must be received by **COB 30 September 2009**.

Please note that unsigned or incomplete applications will not be assessed.