



WYNDHAM  
RICHARDSON  
SCHOLARSHIP FUND



## Semester 1, 2025 APPLICATION FORM

Wyndham Richardson Scholarship Fund is offering a number of scholarships for students enrolled on a full-time basis in a Certificate IV or above (AQF) qualification.

Scholarships are awarded to the value of **\$1,500** provided you are enrolled and actively participating in full-time study.

The Wyndham Richardson Scholarships are awarded to students who demonstrate a commitment to study and are in significant financial hardship.

**Scholarships are only available to Australian Citizens and Permanent Residents.**

PERSONAL DETAILS	
First Name:	Family Name:
Postal Address:	
Suburb:	Postcode:
Telephone (H):	Telephone (W):
Mobile:	
Email <i>(primary means of communication)</i> :	
Gender: Male    Female    Other Preference	Date of Birth:
Australian Citizen    or Permanent Resident    or Non-Permanent	VISA sub-class:
Year of arrival in Australia <i>(if not Australian Citizen or Permanent Resident)</i> :	
Full-time student: Yes    No	Certificate IV or above (AQF) qualification: Yes    No
Title of Qualification:	
Campus:	TAFE SA ID number:

## EDUCATIONAL BACKGROUND

List any previous completed qualifications in the table below. In the last column, please indicate whether your past qualifications have been recognised in Australia – *if completed overseas*.

Qualification <i>eg Certificate IV, Diploma, Bachelor Degree</i>	Subject Area <i>eg Chemical Engineering, IT</i>	Educational Institution & Campus <i>eg TAFE SA, Adelaide Campus</i>	Years of Study <i>eg 1998-2000</i>	Recognised <i>Yes/No</i>

## COPY OF STUDY RESULTS

I have attached a copy of my most recent results (*which have been translated into English if necessary*) with this application form.

**Yes**

**No, I have not included results**

**No, as this is my first semester of study**

## SECTION 4 – EMPLOYMENT BACKGROUND / WORK EXPERIENCE

List (*most recent first*) any jobs in which you have been/are employed.

Job Title <i>eg Account Manager</i>	Main Tasks <i>eg Accounting</i>	Employer, Country <i>eg EDS, Australia</i>	Years of Service <i>eg 12 years</i>

## COMMITMENT TO STUDY

Please complete a statement describing your commitment to study in your chosen career path and how this scholarship would assist. Please provide information on your situation and background..

(*If preferred, you can type your statement and attach it to the application*).

**Student Name:**

## FINANCIAL DETAILS *(PLEASE READ CAREFULLY & ANSWER ACCURATELY)*

- Are you **independent** as classified by *Centrelink*? **Yes** or **No**  
If **YES**, complete the LIVING INDEPENDENTLY\* column
- Are you living with your **parents/guardian/partner**? **Yes** **No**  
If **YES**, please complete the HOUSEHOLD column  
If **NO**, please detail all your expenses and income in the column (LIVING INDEPENDENTLY\*)
- INCOME on a FORTNIGHTLY basis:**  
*(Please include evidence of a Centrelink financial statement or a copy of your bank statement and three recent pay slips)*

INCOME (on a FORTNIGHTLY basis)	LIVING INDEPENDENTLY*	HOUSEHOLD**	Total number of members:
Salary/Wage (before deductions)	\$	\$	Relationship of members to you:
Centrelink: Benefits***	\$	\$	(e.g. Partner, Parent/Guardian, Child, Sibling, Housemate, etc.)
Rent Relief	\$	\$	
Family Payment	\$	\$	
Parenting Allowance	\$	\$	1:
			2:
<b>minus</b>			3:
Tax deductions	\$	\$	4:
Centrelink deductions	\$	\$	5:
			6:
Child Maintenance received	\$	\$	7:
Other Income (e.g. Austudy, Supplement, Rent, Interest)	\$	\$	8:
<b>TOTAL INCOME per fortnight</b>	<b>\$</b>	<b>\$</b>	

\*\*\* Including Youth Allowance, Austudy, Abstudy, Parenting Payment, Aged, Disability and JobSeeker.

- EXPENSES on a FORTNIGHTLY basis:**
  - Please list all ESSENTIAL expenses you will have during the period for which you are enrolling.
  - Only provide Household expenses here if you have HOUSEHOLD income as quoted in Q3.

EXPENSES (on a FORTNIGHTLY basis)	LIVING INDEPENDENTLY *	HOUSEHOLD **
Mortgage, Rates & Taxes	\$	\$
Rent <b>or</b> Board (please circle)	\$	\$
Food, Groceries, etc.	\$	\$
Gas &/or Electricity	\$	\$
Phone (including Mobile)	\$	\$
Water	\$	\$
Insurance (Health, Building, Contents, Car)	\$	\$
Maintenance/Allowances paid for/to Dependents	\$	\$
Car Maintenance & Petrol	\$	\$
Public Transport (Bus, Tram or Train Tickets)	\$	\$
Loan Repayments	\$	\$
Credit Card Repayments (Minimum required)	\$	\$
Other known ESSENTIAL expenses	\$	\$
<b>TOTAL EXPENSES per fortnight</b>	<b>\$</b>	<b>\$</b>

### 5. Total Income

Total income (from 3) minus	\$	\$
Total expenses (from 4)	\$	\$
<b>BALANCE per fortnight</b>	<b>\$</b>	<b>\$</b>

Student Name:		Student Signature:	
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*I certify that to the best of my knowledge and belief that the details in this financial statement are true in every particular*

## Terms and Conditions for Wyndham Richardson Scholarship Fund Applicants

The Wyndham Richardson Scholarship Fund provides annual Scholarships to TAFE SA students.

### 1. The Scholarship structure:

- The Scholarship will provide financial assistance while studying at TAFE SA;
- Scholarships are awarded to worthy applicants who, at the absolute discretion of the Trustee, have fulfilled the selection criteria;
- Each scholarship is for the academic year in which it is awarded;
- The amount of payment will be \$1,500.

### 2. To be eligible for a Scholarship, applicants must:

- be Australian citizens or have permanent Australian resident status;
- be enrolled in an eligible course at TAFE SA;
- complete and submit the application form provided by TAFE SA;
- attest that they are not in receipt of any other scholarship valued in excess of \$500 in total at the time of application; and
- provide evidence of:
  - a commitment to study; and
  - demonstrated financial hardship

### 3. Administration of Scholarships:

- Shortlisting of eligible Scholarship Recipients will be conducted by a selection Panel comprising at least three representatives from TAFE SA Staff.
- The Panel will assess shortlisted applicants and then forward recommendations to the Trustee, who will approve recipients to receive scholarships. The Trustee's decision is final.
- TAFE SA will notify all applicants, in writing, of the outcome of their application.
- All information supplied to Panel Members, Student Services and Administration Officers and the Trustee is treated as confidential.
- All signed Scholarship Applications will be an acceptance of the terms and conditions as set out by the Trustee; including consent to their names and personal details being provided to the Trustee for the purposes of distributing the Funds and possible invitation to social events, however, specific consent will be sought for any publicity which identifies individual Scholarship Recipients.

### 4. Conditions of Scholarship:

- Scholarships are paid in full as a single grant. The mode of payment is at the discretion of the Trustee.
- Scholarship Recipients who discontinue study in their Eligible Course within three months of payment of a Scholarship, for whatever reason, will be required to return the Funds to the Trustee upon the request of the Trustee, and in the amount specified by the Trustee.

## DECLARATION

I declare that I have read and agree to the Terms and Conditions as set out in this application.

<b>Name:</b>	
<b>Signature:</b>	
<b>Date:</b>	

**REMINDER:** The following documents **must** be included (photocopy/scan) for your application to be eligible:

1. Proof of full-time study load (eg TAFE SA student ID card)
2. Proof of current enrolment in a Certificate IV (or above) qualification
3. Certified copies of qualifications or relevant experience if applicable (translated into English if necessary)
4. Proof of citizenship or permanent residency (eg passport, birth certificate)
5. Income statement/proof of income (eg complete Centrelink statement and/or 3 x consecutive pay slips)

Please forward completed applications and all supporting documentation electronically (PDF) by:

**5:00pm Friday, 21 March 2025** to:

Wyndham Richardson Scholarship Fund

**Attention: Mikaela Millar**

TAFE SA Counselling & Inclusion

[counselling@tafesa.edu.au](mailto:counselling@tafesa.edu.au)

Telephone: (08) 8463 5082

**\* Incomplete applications will not proceed to the selection process**