



Step by Step Guide

VET Student Loan - Checklist

There are a number of steps you need to take to apply for a VET Student Loan. Use this checklist to help you progress through the VET Student Loan application process.

Remember, contact TAFE SA for help with your VET Student Loan application at any time by emailing programsupport.vsl@tafesa.edu.au or calling 1800 882 661.

I have registered into my CRNs 15 or more days before the census dates

I have read the information available on the [TAFE SA Student website](#)

I have watched all 3 videos provided on the [TAFE SA Student website](#)

I have completed and submitted the Acknowledgment of Understanding

I have submitted evidence of my citizenship that has been verified by a TAFE SA staff member or Justice of the Peace

I have submitted evidence of my academic suitability in person at a TAFE SA campus or by email to programsupport.vsl@tafesa.edu.au

I have logged into the eCAF to confirm my application details are correct, submitted my Tax File Number and completed my application

I have received an email from the Australian Government confirming my application has been successfully submitted and approved

REMINDERS

- Apply for a Tax File Number (TFN) as soon as possible, if you don't already have one!
- The personal details you give TAFE SA must be the same details given to the Australian Taxation Office (ATO) when applying for a TFN
- Look out for emails from the eCAF system
- Save the eCAF system email address to your contacts so you never miss a Progression Form email
- Keep your contact details up to date with TAFE SA
- Submit your Progression Forms within 14 days of them being sent to you
- Contact TAFE SA if you need help with your eCAF application or Progression Form
- Make sure you know your census dates