

# Australia Awards Scholarships Application (Sample) Instructions

All applications must be lodged **online**,this application form isasampleonly

**Before** completing the application form, you **must** read the Australia Awards Scholarships Intake 2023 Brochure and Australia Awards Scholarships Policy Handbook 2022 available on [www.australiaawardslaos.org](http://www.australiaawardslaos.org/)

**Application dates**

For study commencing in Australia in2023:

Opening date: 1 February 2022

Closing date: 29 April 2022 (23:59 Canberra Time or 20:59 Laos Time)

**The application process­**

For information on how to apply online and the supporting documents required, please refer to AAS Laos Intake 2023 Brochure on [www.australiaawardslaos.org](http://www.australiaawardslaos.org)

**Online applications**

All applications must be lodged online through [**https://oasis.dfat.gov.au**](https://oasis.dfat.gov.au)

When applying online, all supporting documents must be uploaded to meet the specific eligibility requirements for Laos.

We strongly advise applicants to apply online well before the closing date. The online application facility (OASIS) experiences peak usage in the days leading up to the closing date, and applicants may experience delays.

For those who have no access to the internet and/or people living with a disability who need help to apply, kindly contact our Scholarships Team at LAI (see contact details on page 2).

* You **must** complete all fields marked with an \*.
* This application **must** be completed in English.
* For “Yes” or “No” questions, indicate your response with an “X” in the appropriate box.
* **DO NOT** send this application to universities or other institutions in Australia.



* Australia Awards Laos brochure includes a list of Australian tertiary education institutions that may host awardees. Course of study information is available directly from the institutions’ websites or the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) website (see below). You must research course specific requirements on the institution’s website.
* You may provide two preferences for courses of study. You should consider two institutions rather than two courses at the same institution, just in case you do not meet the admissibility requirements of the first institution. However, your application will be assessed against your first preference.
* If your application is successful, you will be required to sign a contract with the Commonwealth of Australia and be bound by the conditions of the scholarship. A full list of the conditions is contained in the Australia Awards Scholarships Policy Handbook. Please note that DFAT reserves the right to change these conditions at any time.
* Submitting an application **does not guarantee** that you will receive a scholarship.

### Useful websites

**Australia Awards Laos:** www.australiaawardslaos.org

**Australia Awards:** www.australiaawards.gov.au

**DFAT:** http://dfat.gov.au/pages/default.aspx

**Visas – Department of Immigration and Border Protection:** http://www.border.gov.au

**Studying in Australia:** http://www.studyinaustralia.gov.au

**CRICOS:** http://cricos.education.gov.au

**IELTS:** http://www.ielts.org

**Contact details**

Australia Awards — Laos

Address: **Laos Australia Institute**

Foreign Languages Resource Centre Building,

Corner of Rue Setthathirath and Mahosot Road,

Vientiane Capital, Lao PDR

Phone: (856) 21 265 721, (856) 21 265 722

Email: Infoawards@laosaustraliainstitute.org

# Australia Awards Scholarships Application (Sample)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. Personal details | | | | | |
| Details given in this section must match your passport, birth certificate or other official identification documents.  **Note:** If you have only one name, enter it in both fields. ****\* Denotes mandatory field**** | | | | | |
| Title\* | Mr  Mrs  Ms  Miss  Dr    Other (Please specify) | | | | |
| Family name\* |  | | | | |
| Given names\* |  | | | | |
| Date of birth\* | /  /     dd/mm/yyyy | Place of birth\* (State/province) | | |  |
| Gender\* | Male  Female    Other (*Indeterminate/ Intersex/ Unspecified*) | Ethnic group (optional) | | |  |
| Country of citizenship\* |  | | | | |
| **Note:** You must be a citizen of one of the eligible participating countries. | | | | | |
| Do you have dual citizenship?\* | | | Yes  No | | |
| 2nd country of citizenship (if applicable) | | |  | | |
| **Note:** If you are a citizen of Cook Islands, Niue or Tokelau and are entitled to hold a New Zealand passport, please do **not** list New Zealand as your first or second country of Citizenship. | | | | | |
| Which country are you living in now?\* | | | | | |
| Have you applied, or are you intending to apply, for permanent residency or citizenship in Australia or  New Zealand?\* | | | Yes  No | | |
| National Identity Number | | |  | | |
| **Note:** Provide if applicable to your country.\* | | | | | |
| Passport no.  (provide if you have a passport).\* | | |  | Issue date   /  / | |
| Expiry date   /  / | |

## 2. Contact details\*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Residential address  Please check that your contact details are correct. If you cannot be contacted, your application will not proceed. **\* Denotes mandatory field** | | | | |
| Address line 1 | |  | | |
| Address line 2 | |  | | |
| Address line 3 | |  | | |
| Town/City | |  | Postal code (if any) |  |
| State/Province | |  | | |
| Country | |  | | |
| Mailing address  Provide details only if different from your current residential address | | | | |
| Address line 1 |  | | | |
| Address line 2 |  | | | |
| Address line 3 |  | | | |
| Town/City |  | | Postal code (if any) |  |
| State/Province |  | | | |
| Country |  | | | |
| Phone and email Provide at least one contact number. | | | | |
| Home phone no. |  | | | |
| Mobile no. |  | | | |
| Primary Email |  | | | |
| Work phone no. |  | | | |
| Fax |  | | | |
| Alternate Email |  | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 3. Spouse details | | | | | | | | | | | |
| If you have dependants (spouse and/or children under 18 years of age only), provide their details even if they will not accompany you to Australia. A spouse is the person you are married to or a de facto partner (including same-sex partners).  **Note**: Scholarships do **not** provide financial support for accompanying dependants. You can get information on your responsibilities for your dependants, should they live with you in Australia during your scholarship, from the Department of Immigration and Border Protection website or by contacting the institution where you want to study. | | | | | | | | | | | |
| Not applicable | | |  | | | | | | | | |
|  | | |  | | | | | | | | |
| Family name\* | | |  | | | | | | | | |
| Given names\* | | |  | | | | | | | | |
| **Note:** Provide family name and other names as they appear in your spouse’s birth certificate, passport or other official identification document\* | | | | | | | | | | | |
| Date of birth\* | | | /  /     dd/mm/yyyy | | | | | | | | |
| Gender\* | | | Male  Female | | | | | | | | |
| Passport no.  (Provide if spouse has a passport\*) | | |  | | | | Issue date   /  / | | | | |
| Expiry date   /  / | | | | |
| Country of citizenship\* | | |  | | | |  | | | | |
| Will your spouse accompany you to Australia?\* | | | | | | | Yes  No | | | | |
| 4. Children details (attach a separate list if there is not enough space) | | | | | | | | | | | | |
| Provide details of any dependent children and indicate if they will join you in Australia.  A dependent child is your, or your spouse/partner’s child or stepchild who is not married or engaged to be married or in a de facto relationship and has not turned 18 years of age.  **Note:** Scholarships do **not** provide financial support for dependants accompanying you to Australia.  Information on your responsibilities for any children that will live with you in Australia during your scholarship can be obtained from the Australian Government Department of Immigration and Border Protection website or by contacting the institution where you want to study. | | | | | | | | | | | | |
| Not applicable | | | | |  | | | | | | | |
| Child 1 | | | | | | | | | | | | |
| Family name\* | | | | |  | | | | | | | |
| Given names\* | | | | |  | | | | | | | |
| Date of birth\* | | | | | /  /     dd/mm/yyyy | | | | | | | |
| Gender\* | | | | | Male  Female | | | | | | | |
| Passport no.  (Provide if child has a passport\*) | | | | |  | | | | Issue date   /  / | | | |
| Expiry date   /  / | | | |
| Will this child accompany you to Australia?\* | | | | | Yes  No | | | | | | | |
| 4. Children details (continued) | | | | | | | | | |  | | |
| Child 2 | | | | | | | | | | | | |
| Family name\* | | | |  | | | | | | | | |
| Given names\* | | | |  | | | | | | | | |
| Date of birth\* | | | | /  /     dd/mm/yyyy | | | | | | | | |
| Gender\* | | | | Male  Female | | | | | | | | |
| Passport no.  (Provide if child has a passport\*) | | | |  | | | | Issue date   /  / | | | | |
| Expiry date   /  / | | | | |
| Will this child accompany you to Australia?\* | | | | Yes  No | | | | | | | | |
| Child 3 | | | | | | | | | | | | |
| Family name\* | | | |  | | | | | | | | |
| Given names\* | | | |  | | | | | | | | |
| Date of birth\* | | | | /  /     dd/mm/yyyy | | | | | | | | |
| Gender\* | | | | Male  Female | | | |  | | | | |
| Passport no.  (Provide if child has a passport\*) | | | |  | | | | Issue date   /  / | | | | |
| Expiry date   /  / | | | | |
| Will this child accompany you to Australia?\* | | | | Yes  No | | | | | | | | |
| Child 4 | | | | | | | | | | | | |
| Family name\* | | | |  | | | | | | | | |
| Given names\* | | | |  | | | | | | | | |
| Date of birth\* | | | | /  /     dd/mm/yyyy | | | | | | | | |
| Gender\* | | | | Male  Female | | | | | | | | |
| Passport no.  (Provide if child has a passport\*) | | | |  | | | | Issue date   /  / | | | | |
| Expiry date   /  / | | | | |
| Will this child accompany you to Australia?\* | | | | Yes  No | | | | | | | | |
| Child 5 | | | | | | | | | | | | |
| Family name\* | | | |  | | | | | | | | |
| Given names\* | | | |  | | | | | | | | |
| Date of birth\* | | | | /  /     dd/mm/yyyy | | | | Gender\*  Male  Female | | | | |
| Passport no.  (Provide if child has a passport\*) | | | |  | | | | Issue date   /  / | | | | |
| Expiry date   /  / | | | | |
| Will this child accompany you to Australia?\* | | | | Yes  No | | | | | | | | |
| 5. Emergency contact details\* | | | | | | | | | | | | |
| Provide details of a person who can be contacted in case of an emergency. This may be a relative or a friend. ****\* Denotes mandatory field**** | | | | | | | | | | | | |
| Title\* | Mr  Mrs  Ms  Miss  Dr  Other (Please specify) | | | | | | | | | | | |
| Family name\* |  | | | | |  | | | | |  | |
| Given name\* |  | | | | | | | | | | | |
| Gender\* | Male  Female | | | | |  | | | | |  | |
| Relationship to you\* |  | | | | | | | | | | | |
| Home phone\* |  | | | | | Work phone | | | | |  | |
| Mobile phone |  | | | | | Fax (if any) | | | | |  | |
| Email 1 |  | | | | | | | | | | | |
| Email 2 |  | | | | | | | | | | | |
| Address line 1 |  | | | | | | | | | | | |
| Address line 2 |  | | | | | | | | | | | |
| Address line 3 |  | | | | | | | | | | | |
| Town/City |  | | | | | | | | | | | |
| State/Province |  | | | | | Postal code (if any) | | | | |  | |
| Country |  | | | | | | | | | | | |
| **Note:** Please check that the contact details are correct | | | | | | | | | | | | |
| 6. Previous scholarships (attach a separate list if there is not enough space) | | | | | | | | | | | | |
| **Only include details of tertiary education scholarships or fellowships.**  **Do not enter details if the scholarship did not lead to a formal qualification.** | | | | | | | | | | | | |
| **Have you previously been awarded a scholarship or a fellowship?\*** | | | | | | Yes  No | | | | | | |
| 1. Scholarship/fellowship title | | | | | |  | | | | | | |
| Start date | |  | | | | End date | | | | |  | |
| Qualification  (if applicable) | |  | | | | | | | | | | |
| |  |  |  |  | | --- | --- | --- | --- | | Institution |  | End date |  | | | |  |  |  |  | | --- | --- | --- | --- | |  | Country |  |  | | | | | | | | | | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 2. Scholarship/fellowship title | |  | | |
| Start date |  | End date | |  |
| Qualification  (if applicable) |  | | | |
| |  |  |  |  | | --- | --- | --- | --- | | Institution |  | End date |  | | |  |  |  |  | | --- | --- | --- | --- | |  | Country |  |  | | | | |
| 7. Scholarship applications | | | | |
| **What other scholarships are you going to apply for this year?**  Note: Applying for more than one scholarship does not make you ineligible to apply for a scholarship. | | | | |
|  | | | | |
| **Have you previously applied for a DFAT (formerly AusAID) scholarship but were unsuccessful?\*** | | | Yes  No | |
| If ‘**Yes**’, in which years did you apply and were you interviewed? | | | | |

## 8. Proposed study

|  |  |  |  |
| --- | --- | --- | --- |
| DFAT will consider offering you a scholarship only if your course of study will contribute to the development needs of your country. A list of priority fields is available in the relevant country or regional profile on the DFAT website (http://dfat.gov.au/people-to-people/australia-awards/Pages/participating-countries.aspx).  DFAT’s website includes a full list of Australian institutions that are eligible to host Awardees. You need to decide which institution you want to attend and choose an appropriate course. To find out about the content of specific courses, you need to research the individual institution website.  You should choose two preferences. You are encouraged to choose two different institutions rather than two different courses at the same institution. If your application for your first preference is unsuccessful, DFAT will forward your application to your second choice of institution. **The CRICOS code** for your course can be found on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) Website http://cricos.education.gov.au/.  **\* Denotes mandatory field** | | | |
| Preference 1 | | | |
| CRICOS code\* |  | | |
| Course title\* |  | Institution\* |  |
| Type of study (e.g. Coursework, Research, Combination)\* |  | Level of study (e.g. Bachelor, Masters, PhD)\* |  |
| Course duration (weeks)\* |  | Institution’s minimum English language proficiency required for the course (IELTS, TOEFL or PTE Academic)\* |  |

## Proposed study (continued)

|  |  |  |  |
| --- | --- | --- | --- |
| Preference 2 | | | |
| CRICOS code\* |  | | |
| Course title\* |  | Institution\* |  |
| Type of study (e.g. Coursework, Research, Combination)\* |  | Level of study (e.g. Bachelor, Masters, PhD)\* |  |
| Course duration (weeks)\* |  | Institution’s minimum English language proficiency required for the course (IELTS, TOEFL or PTA Academic)\* |  |

## Research proposal details (research applicants only)

|  |  |  |  |
| --- | --- | --- | --- |
| Complete this section if the studies will be by **Research** or a combination of **Research and Coursework**  (e.g. Doctorate or Masters by Research). Otherwise proceed to question 9.  Answers should be concise but sufficient to explain the nature of your research proposal to the selection panel. **Please note word limits. Anything over this limit will not be considered.**  **\* Denotes mandatory field** | | | |
| Not applicable |  | | |
|  | | | |
| Research title\* | | | |
|  | | | |
| Objectives (1,000 characters limit)\* | | | |
|  | | | |
| Significance and possible application of your proposed research to your country’s development  (1,000 characters limit)\* | | | |
|  | | | |
| Proposed research method (approximately 1,000 characters limit)\* | | | |
|  | | | |
| Research proposal details (continued) | | | |
| Does your proposed research include fieldwork?\* | | | Yes  No  Not sure |
| If `**Yes**’ please provide a description of the fieldwork you will be undertaking (3,000 characters limit). | | | |
|  | | | |
| What is the duration of your proposed fieldwork in weeks? (if known) | | weeks | |
| Proposed supervisor/s | |  | |
| Where do you propose to undertake the fieldwork? | |  | |

## 9. Qualifications\*

|  |  |  |  |
| --- | --- | --- | --- |
| **List qualifications (whether complete or not) by level of study, starting with the highest.**  If you have not completed your studies please list your anticipated end date. One certified copy of any complete or incomplete official transcripts, certificates and certified copies of English Language translations must be included with each application form. **Any documents not in English must be translated**. Add an extra page if there is insufficient space.  **\* Denotes mandatory field** | | | |
| 1. Qualification name |  | | |
| Level of study | Secondary (High School)  Vocational/technical  Undergraduate  Postgraduate | | |
| Name of institution |  | | |
| Country |  | State/Province | |
| Language of instruction |  | | |
| Status | Complete  Pending results  Incomplete | | |
| Start date | /  / | End date | /  / |
| 2. Qualification name |  | | |
| Level of study | Secondary (High School)  Vocational/technical  Undergraduate  Postgraduate | | |
| Name of institution |  | | |
| Country |  | State/Province | |
| Language of instruction |  | | |
| Status | Complete  Pending results  Incomplete | | |
| Start date | /  / | End date | /  / |
| 3. Qualification name |  | | |
| Level of study | Secondary (High School)  Vocational/technical  Undergraduate  Postgraduate | | |
| Name of institution |  | | |
| Country |  | State/Province | |
| Language of instruction |  | | |
| Status | Complete  Pending results  Incomplete | | |
| Start date | /  / | End date | /  / |

## 10. English language details\*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Refer to the Australia Awards Scholarships Policy Handbook, Country Profile and the institution for specific English Language requirements.  **\* Denotes mandatory field** | | | | | |
| **Is English your first language?** | | Yes  No | | | |
| If `**Yes**’ go to next section. If `No’ answer the following questions: | | | | | |
| **Was English the language of your highest level of study?** | | Yes  No | | | |
| If `**Yes**’, provide a statement from the institution verifying the language of instruction. | | | | | |
| **Have you taken an IELTS, TOEFL or PTE Academic?** | | Yes  No | | | |
| If `**Yes**’, provide the test results. | | | | | |
| Test name (IELTS, TOEFL or PTE Academic) |  | Date test taken | /  / | Overall score |  |
| Reading Score | Writing Score | | Listening Score    Listening Score | | Speaking Score |
| If ‘No’, when do you expect to complete the test? | /  / | | Test | | |

## 11. Computer literacy\*

|  |  |  |  |
| --- | --- | --- | --- |
| Please answer the following questions to the best of your ability. This will assist Australian institutions to decide whether to provide additional tuition.  **\* Denotes mandatory field** | | | |
| **Are you computer literate?** | | Yes  No | |
| **How regularly do you use a PC/computer?** | | Monthly  Daily  Weekly  Occasionally | |
| **Do you have experience with the following software?** | | | |
| Word processing software (e.g. Word)? | Yes  No | Spreadsheet software (e.g. Excel)? | Yes  No |
| Database software (e.g. Access)? | Yes  No | Operating systems (e.g. Windows 2000)? | Yes  No |
| Presentation software (e.g. PowerPoint)? | Yes  No | Email software  (e.g. Outlook)? | Yes  No |
| Internet browsers (e.g. Internet Explorer) | Yes  No | Statistical packages (e.g. SPSS or Minilab) | Yes  No |

## 12. Computer training details

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Course name 1** | |  | | |
| Start date | | /  / | End date | /  / |
| **Course name 2** | |  | | |
| Start date | | /  / | End date | /  / |
|  | | | | |
| Not applicable |  | | | |

## 13. Current employment

|  |  |  |
| --- | --- | --- |
| **Current employment** may include work experience and voluntary work. Please enter ‘Not Applicable’ in the ‘Position Title’ if you are not currently employed.  **\* Denotes mandatory field** | | |
| Are you currently employed | Yes  No | |
| If ‘**Yes**’, please provide details below | | |
| Position title\* |  | |
| Organisation name\* |  | |
| Organisation address |  | |
| Date commenced\* | /  / | |
| Sector/organisation type\* | Government/public  NGO /civil society  Private | |
| Current duties and responsibilities  (500 characters limit\*) |  | |
| **Do you intend to return to this organisation after your scholarship in Australia?\***  **\* Denotes mandatory field** | | Yes  No |
| If ‘**Yes**’, how will this scholarship contribute to the organisation’s human resource development needs?  (500 characters limit)\* | | |
|  | | |
| If ‘**No**’, what are your plans when you finish your studies? (500 characters limit)\* | | |
|  | | |

## 14. Previous relevant employment

|  |  |  |  |
| --- | --- | --- | --- |
| Only provide previous employment that is relevant to your application. Employment history should also include work experience, community work and voluntary work. | | | |
| 1. Previous position | | | |
| Position title |  | | |
| Organisation name |  | | |
| Organisation address |  | | |
| Start date | /  / | End date | /  / |
| Duties/responsibilities (500 characters limit) | | | |
|  | | | |

## 14. Previous relevant employment (continued)

|  |  |  |  |
| --- | --- | --- | --- |
| 2. Previous position | | | |
| Position title |  | | |
| Organisation name |  | | |
| Organisation address |  | | |
| Start date | /  / | End date | /  / |
| Duties/responsibilities (500 characters limit) | | | |
|  | | | |

## 15. Supporting statement\*

|  |
| --- |
| Limit your answers to 2,000 characters per question. **Please note character limits. Anything over this limit will not be considered.**  **\*Denotes mandatory field** |
| **1. Why did you choose your proposed course and institution?\*** |
|  |
| **2. How will the proposed study contribute to your career?\*** |
|  |

## 15. Supporting statement (continued)\*

|  |  |  |
| --- | --- | --- |
| **3. How have you contributed to solving a challenge and to implementing change or reform?\***  (Be specific and include: what aspect/s of your leadership knowledge, skills and practice you consider to be well established and effective; which people or organisations you worked with to solve the problem; and what creative methods were used.) | | |
|  | | |
| **4. Please**  **a) give up to three practical examples of how you intend to use the knowledge, skills and connections you will gain from your scholarship. Possible tasks can be personal and/or professional; and\***  **b) list any possible constraints you think may prevent you from achieving these tasks.\*** | | |
|  | | |
| **5. Please indicate the development theme that is most relevant to your application, even though it may be relevant to more than one.\*** | | |
| Disability  Disaster risk reduction  Economic growth  Education  Environment  Food security  Gender equality | Governance  Health, HIV/AIDS, pandemics  Infrastructure  Regional stability  Rural development  Agriculture and fisheries  Water & sanitation | |
| **6. Do you currently have any connection or relationship to any staff employed at DFAT Posts or with DFAT’s managing contractors?\***  **\* Denotes mandatory field** | | Yes  No |
| If `**Yes**’ please specify. | | |
| **7. Are you subject to any criminal or civil proceedings that are currently awaiting legal action?\***  **\* Denotes mandatory field** | | Yes  No |
| If `**Yes**’ please specify. Information provided here will not necessarily disqualify you from being considered for a scholarship.  Limit your answers to 2,000 characters**.** | | |
|  | | |
| **8.** Have you even been convicted of an offence in any country (including any conviction which is now removed from official records)**\***  **\* Denotes mandatory field** | | Yes  No |
| If `Yes’ please provide detail of the incident. Information provided here will not necessarily disqualify you from being considered for a scholarship.  Limit your answers to 2,000 characters. | | |
|  | | |
| **9. Do you identify as having a disability\*?**  **\***Under Australian law, disability includes physical, intellectual, psychiatric, sensory, neurological, learning disabilities, physical disfigurement, and the presence in the body of disease-causing organisms (http://www.hreoc.gov.au/disability\_rights/dda\_guide/who/who.html) | | Yes  No |
| DFAT strongly encourages applications from people with disability who are otherwise eligible for a scholarship. Under the Disability Discrimination Act, Australian education institutions have to provide 'reasonable adjustments' to students with disability to assist access to study. To assess the likely support needs, appropriate assistance, and the capacity of relevant institutions to provide the assistance, awardees with a disability/special need must provide details of the disability and/or special need when they accept their offer. This information is bound by Australian privacy laws and will be disclosed only for the purpose of facilitating an accessible barrier-free learning environment.  Modifications to physical or learning environments, including additional educational supports such as sign interpreters and captioning, may be available depending on the relevant Institution's capacity. DFAT will advise the Institution of any special requirements associated with an Awardee so that the Institution can pass these details to the Institution’s Disability Liaison Officer prior to the Awardee arriving on-campus. Where an Institution is not able to provide the assistance requested, other Institutions may be recommended. | | |
| If **yes**, please provide details if you require special assistance or equipment to participate in the scholarship selection processes or to live and undertake studies in Australia? | | |
|  | | |

## 16. Professional memberships

|  |  |  |  |
| --- | --- | --- | --- |
| The associations and organisations of special interest may include community, cultural, political, scientific, professional and/or educational. | | | |
| 1. Organisation Name |  | | |
| Start date | /  / | End date | /  / |
| Highest position held (if any) |  | | |
| 2. Organisation Name |  | | |
| Start date | /  / | End date | /  / |
| Highest position held (if any) |  | | |
| 3. Organisation Name |  | | |
| Start date | /  / | End date | /  / |
| Highest position held (if any) |  |  |  |

## 17. Communication\*

|  |  |  |  |  |  |
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| **Where did you first learn of the Australia Awards? (tick one box)** **\* Denotes mandatory field** | | | | | |
|  | DFAT Scholarship recipient |  | Australia Awards website |  | DFAT or Managing Contractor’s Office |
|  | Friend, relative or colleague |  | DFAT website |  | Home institution or university |
|  | Alumni Association |  | Australia Awards Country website |  | Workplace or nominating authority |
|  | Australian Embassy |  | Australian institution or university (specify below) |  | Publication, radio, TV (specify below) |
|  |  |  |  |  | Other |

## 18. Checklist of documentary evidence

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| **Document** | **Document type** | **Submitted** |
| **ALL APPLICANTS** | | |
| Valid National Identity Card (Lao), Family book (Lao) **OR** Passport | Proof of citizenship | Yes  N/A |
| Curriculum Vitae (Applicants **must** use the CV template referred to on Australia Awards Laos Website) - Maximum of 4 pages (except Research applicants, please see below) | CV or resume | Yes  N/A |
| **Public Sector/Government Official applicants** | | |
| Government of Laos approval letter, dated, signed and stamped by a representative of your personnel department or head of your department.  (Applicants **must** use the template referred to on Australia Awards Laos Website). | Employer or Nominating Authority Statement | Yes  N/A |
| **VET applicants** | | |
| All official upper secondary diploma and/or tertiary education degree(s).  Copy of the original and an English translation. | Degree certificate | Yes  N/A |
| All official upper secondary diploma and/or tertiary education transcript(s).  Copy of the original and an English translation. | Academic transcript | Yes  N/A |
| For high school graduates or university/college students only, please also submit:   * all official year 10-12 upper secondary school academic transcript(s). * all official year 1-2 university/college academic transcript(s) where relevant.   Copy of the original and an English translation. | Academic transcript | Yes  N/A |
| **Master’s applicants** | | |
| All official tertiary education degree(s).  Copy of the original and an English translation. | Degree certificate | Yes  N/A |
| All official tertiary education transcript(s).  Copy of the original and an English translation. | Academic transcript | Yes  N/A |
| **PhD applicants** | | |
| All official tertiary education degree(s).  Copy of the original and an English translation. | Degree certificate | Yes  N/A |
| All official tertiary education transcript(s).  Copy of the original and an English translation. | Academic transcript | Yes  N/A |
| IELTS Certificate of overall score of at least 6.5 with no individual band less than 6.0  This certificate **must** be obtained after 1 August 2021. | Proof of English language proficiency | Yes  N/A |
| **Research applicants only (Masters and PhD)** | | |
| Two referee reports, at least one must be from an academic supervisor. The second referee report can be a current or former supervisor in a relevant field  Applicants **must** use the report template available on the Australia Awards Laos website. | Referee report | Yes  N/A |
| List of publications relevant to the research proposal | List of publications | Yes  N/A |
| A detailed Research Proposal (as submitted to the supervisor in Australia) | Other document | Yes  N/A |
| A letter from a supervisor in Australia stating his/her in-principle support for the research proposal that has been provided. | Other document | Yes  N/A |
| Curriculum Vitae (applicants **must** use the CV template referred to on Australia Awards Laos Website) - maximum of six pages. | CV or resume | Yes  N/A |

**19. Applicant’s authorisation, agreement, declaration and signature\***

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| **Authorisation**  DFAT must comply with the *Privacy Act 1988* in relation to the personal information you have provided in this form.  By submitting this form I authorise DFAT, or its appointed managing contractor, to access and/or obtain information, including copies of any of my relevant academic records/reports from the education institution(s) that I have attended for the following purposes:   * for use in the selection process for an Australia Award * to monitor my academic performance at my host institution while studying under an Australia Award * to brief relevant Australian officials, Ministers and members of Parliament.   I consent for DFAT, or its appointed managing contractor, to share this application form and supporting documents with the government of my country of citizenship, if the government is involved in the Australia Awards scholarship selection process.  Should I receive an Australia Award I consent:  a) to the Australian Government using and disclosing extracts of my application (relating to my academic background and achievements, leadership skills and my proposed study program in Australia) in promotional material in hardcopy and on the Internet. I note that promotional material may include, but is not limited to, media releases and information circulated to DFAT’s offshore Posts and Australian education institutions, concerning the Australia Awards.  b) to my personal information and that of my family members and dependants, including sensitive  information as defined in the Privacy Act 1988, being collected, handled, used and disclosed by and exchanged between DFAT, other government agencies including Australian immigration authorities, Australian education institutions, partner organisations (including managing contractors and sub-contractors), medical insurers, medical practitioners, case managers, the home government (where applicable) and other parties, in the circumstances outlined, and for the purposes indicated, in the Australia Awards Scholarships Policy Handbook as updated from time to time.  I authorise DFAT to disclose the personal information collected in this form to other Australian Government departments and Australian education institutions for the purpose of promoting and managing the Australia Awards.  **Understanding**  I understand and confirm that:   * I have read and complied with the Scholarships Policy Handbook and that the contents of my application are true and correct * DFAT has the right to vary or reverse any decision regarding a scholarship made on the basis of incorrect or incomplete information * Decisions of the selection panel are final and confidential and no correspondence about outcomes of the selection process will be entered into.   **Agreement**  If successful in gaining an Australia Award, I agree that I will:   * undergo a police or character check before my Australia Award is confirmed * immediately provide DFAT with details of any incident that may reflect badly on the prestige of an Australia Award * act in a manner befitting a recipient of an Australia Award * use the funds for the purposes granted * acknowledge the assistance given by the Australian Government in any written reports, publications or publicity associated with the Award.   **Declaration and acknowledgement**  I declare, in submitting this application form, that the information contained in it and provided in connection with it is true and correct.  **I acknowledge that giving false or misleading information is a serious offence under the *Criminal Code Act 1995* of the Commonwealth of Australia.** |