



RETURNED & SERVICES
LEAGUE OF AUSTRALIA
QUEENSLAND BRANCH

RSL QUEENSLAND SCHOLARSHIPS

PARTNERS

Application Form 2019



RSL QUEENSLAND PARTNER EDUCATION & TRAINING SCHOLARSHIP (RSL PETS) APPLICATION FORM

CALENDAR YEAR 2019

Purpose:

This form is to allow partners of former and current Australian Defence Force (ADF) members to apply for scholarships under the RSL Partner Education & Training Scholarships (RSL PETS) program. This program is supportive of education and training courses to aid in partners' employability.

Assessment of Applications:

Your application will be acknowledged via email once received by RSL Queensland. All application forms submitted will be checked to confirm the applicant and proposed education and training course meets the intent and eligibility criteria of the program.

Completing your Form:

All mandatory fields in this application must be completed in order to be assessed by RSL Queensland. Incomplete or partially completed forms will not be assessed and will be returned to applicants.

Returning your Form:

Ensure your application form is signed and all fields are completed prior to submission.

Completed forms can be submitted via the following methods:

Email: partnerships@rslqld.org (preferred option)

Mail: RSL Queensland
ANZAC House
Katie Maloney
PO Box 629
Spring Hill Q 4004

Outcome of Applications:

Applicants will be notified via email of the outcome at the conclusion of the assessment (please expect a minimum of 28 days to review your application).



Your Responsibility:

Applicants are responsible for ensuring that they have read the RSL PETS Guidelines and that their application meets the intent and eligibility criteria of the program and that the information provided in their application is true and correct. Approved applicants must advise RSL Queensland (partnerships@rslqld.org) of any subsequent changes in circumstances relating to:

- a) change in relationship status
- b) change to residential location
- c) change in employment status
- d) change to approved study (including fee alterations)

Applicants should be aware that giving false or misleading information may lead to rejection of the application.

Application Assistance:

Should assistance be required in completing the form, please email RSL Queensland (partnerships@rslqld.org).

More Information:

Go to the RSL Queensland website www.rslqld.org/ADF-Community/RSL-Scholarships

Your privacy:

In general, RSL Queensland will only use your personal information for the primary purpose for which it is collected or any secondary related purpose within the meaning of the *Privacy Act 1988* (Cth). If required for any other purposes, express consent will be sought from the applicant concerned.

All information provided in connection with an application (including in or associated with the Application Form) will be managed in accordance with RSL Queensland's Privacy Policy. The RSL Queensland Privacy Policy contains information about the way RSL Queensland collects and uses personal information and the purposes for which it is held. The RSL Queensland Privacy Policy can be found on RSL Queensland's website.



RSL QUEENSLAND PARTNER EDUCATION & TRAINING SCHOLARSHIPS (RSL PETS)

APPLICATION FORM CALENDAR YEAR 2019

SECTION 1 – APPLICANT’S DETAILS					
Surname:					
Given Name (s):					
PETS ID:					
Email Address:					
Residential Address:					
Postcode:					
Contact Phone Number/s:					
Date of Birth:					
Amount of Dependants, if any:					
<i>Please include birth certificates of dependants with application, if applicable</i>					
Length of Relationship with Member:	<table border="1"><tr><td>Partner during service:</td><td>Currently married to, or in a recognised de facto relationship with Member:</td></tr><tr><td><input type="checkbox"/> Yes <input type="checkbox"/> No</td><td><input type="checkbox"/> Yes <input type="checkbox"/> No</td></tr></table>	Partner during service:	Currently married to, or in a recognised de facto relationship with Member:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Partner during service:	Currently married to, or in a recognised de facto relationship with Member:				
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
<i>Please attach documentation of proof of relationship with application (i.e. marriage certificate) – Refer to Guidelines for further details</i>					
Are you related to an RSL Queensland staff or Board member?	<input type="checkbox"/> No <input type="checkbox"/> Yes, please state:				
SECTION 2 – CURRENT OR FORMER ADF MEMBER’S DETAILS					
Surname:					
Given Name (s):					
Date of Birth:					
Date of Death: (if applicable)					
Residential address: (if different to applicant’s)					
Postcode:					



SECTION 3 – SERVICE RECORD OF CURRENT OR FORMER ADF MEMBER

**Service Number /
PMKeys:**

Please include copy of Service ID or Member's Discharge Certificate with application.

**Dates of Full-time
Service:**

(start) to (end)

**Branch:
(Navy / Army /
RAAF)**

Unit / Regiment:

**Other Operational
Service: (include
Unit/Regiment)**

**Identify any DVA
accepted claims:**

If applicable, please include DVA confirmation of claims

SECTION 4 – EMPLOYMENT STATUS

***Are you currently
employed?**

No

Yes:

Contract F-Time P-Time Casual

***Organisation
Name:**

***Commencement
Date:**

SECTION 5 – ACADEMIC BACKGROUND

Please state details of highest education achieved:

**Name of Educational
Institution:**

**Name of
Qualification:**

Course Details:

Score Achieved:

Date Completed:

Please attach official transcript from previous education (if applicable)



SECTION 6 – EDUCATION / TRAINING REQUEST

*Please indicate which type of course/s or study you wish to undertake:

Vocational *(includes certificates, Diploma and Advanced Diploma courses)*

University *(study includes undergraduate degrees and postgraduate degrees)*

Initiatives must be undertaken through providers who are registered by the Tertiary Education Quality and Standards Agency (TEQSA) or are Australian Registered Training Organisations (RTOs). Refer to link <http://www.teqsa.gov.au/national-register> for registered university providers and www.training.gov.au for registered vocational providers

6.1 – Vocational *(if applicable)*

Name of Course	Name of RTO Provider	Start Date	Anticipated End Date	Cost for Tuition
				\$

6.2 – University *(if applicable)*

Name of Degree:	
Name of Uni:	
Year Commenced or to Commence:	
Anticipated End Date:	
Course	

Please include copy of enrolment or equivalent with application (if applicable)

SECTION 6 CONTINUED

To support the approval process of your application, please identify the reasons why you would like to undertake the proposed course / training / study and how this will support your present or likely future employment opportunities *(if insufficient space, attach supporting page)*.



SECTION 7 – OTHER SCHOLARSHIPS

Have you previously received an RSL Partner Education & Training Scholarship?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you previously received or are receiving any other grant / bursary to support education and / or training endeavours?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide details:		

SECTION 8 – HARDSHIP

To support the approval process of your application, please provide further information on the hardship or vulnerability caused by the military service and how this has impacted on your career / employability (if insufficient space, please attach supporting page).

SECTION 9 – ACHIEVEMENTS

If you do not have a resume to attach, please complete table 9.1, 9.2 and 9.3
Please provide an overview of your employment (if applicable) for the last five years, starting with the most relevant one.

Resume Attached.



SECTION 11 – DECLARATIONS

I, _____ (insert Applicant's full name)

- o certify that I am the applicant described in Section 1, the partner of the current or former member of the ADF described in this application;
- o authorise RSL Queensland to make whatever further enquiries and collect personal information (including health information) it considers necessary or desirable in order to consider and process my application, including liaising with and obtaining information from relevant educational institutions, Commonwealth, State and Territory Government Departments, public and private, employment organisations and other relevant authorities;
- o note that the information provided by me will be treated as confidential by RSL Queensland and will not be released to any other organisation or person without my prior written consent;
- o authorise RSL Queensland to obtain if required, early release of my measures of overall achievement from the relevant Tertiary Admissions Centre of my state, or other official authority, before official receipt date;
- o authorise RSL Queensland to liaise with Department of Defence to ensure I am not eligible for any other Defence related education or training bursary;
- o have read and understand the RSL PETS Guidelines and acknowledge my obligations under those Guidelines;
- o understand that completion of this form does not in any way imply that this scholarship application will be approved;
- o declare that all the information submitted (including this form and any attached documentation) is true and complete in all respects and I understand that any false or misleading information provided may lead to the rejection of the application and that I may be compelled to repay to RSL Queensland as a liquidated debt any scholarship funds which RSL Queensland has provided in reliance on such false or misleading information;
- o have read and understand the above statements.

Applicant Signature:

Date:

(note signature field is required to be physically signed)

I, _____ (insert current/former ADF Member's full name)

declare that all the information submitted (including this form and any attached documentation) is true and complete in all respects and I understand that any false or misleading information provided may lead to the rejection of the application and that I may be compelled to repay to RSL Queensland as a liquidated debt any scholarship funds which RSL Queensland has provided in reliance on such false or misleading information.

Current / Former ADF Member Signature:

Date:

(note signature field is required to be physically signed)



OFFICE USE ONLY

Application Comments

Approved

Not Approved

Reviewed By:

Date:

Staff Signature:

Authorised By:

Date:

Signature of Authorisation: