

When to use this form

Use this form to give us information about your study, if you are:

- currently studying
- intend to study in the near future
- are no longer studying.

Important information

If you are making a claim, you must return this form and **all** other supporting documents at the same time you lodge your claim form. If you do not return all documents, your claim may not be accepted. The only exception will be if you are waiting for medical evidence or other documents from a third party.

For more information

Go to servicesaustralia.gov.au/students or visit one of our service centres.

Call us on:

ABSTUDY **1800 132 317**

Youth Allowance or Austudy **132 490**

JobSeeker Payment **132 850**

Call charges may apply.

Filling in this form

You can complete this form on your computer using Adobe Acrobat Reader, and some browsers, or you can print it.

If you have a printed form:

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this **Go to 1** skip to the question number shown.

1 Your details

Customer Reference Number (if known)

Family name

First given name

Second given name

Date of birth (DD MM YYYY)

2 Are you claiming or receiving Austudy or Youth Allowance as a student?

No **Go to next question**

Yes **Go to 6**

3 Are you claiming or receiving ABSTUDY?

No **Go to next question**

Yes **Go to 9**

4 Have you stopped study?

No **Go to next question**

Yes **Give details below**

Date stopped (DD MM YYYY)

Education institution

Name of course (for example, Bachelor of Arts)

Go to 15

5 Are you willing to stop or change studies to find full-time work?

No **Why not?**

Go to 11

Yes **Go to 11**

6 Will you be (or are you now) studying Year 12, or equivalent?

No **Go to 8**

Yes **Go to next question**

7 Have you attempted Year 12 before?

Austudy and Youth Allowance is usually only paid for 2 attempts at Year 12.

No **Go to next question**

Yes **When?**

First attempt—Year

Second attempt—Year



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8 What is the highest level of education you have **completed**?

If completed outside Australia, indicate the Australian equivalent.
If you are not sure of the Australian equivalent, call us on **132 490**.

- | | | | |
|---|--|--|---|
| Did not go to school <input type="checkbox"/> | Completed Year 7 <input type="checkbox"/> | Completed Year 12 <input type="checkbox"/> | Associate Diploma/Diploma/
Advanced Diploma <input type="checkbox"/> |
| Special school <input type="checkbox"/> | Completed Year 8 <input type="checkbox"/> | Completed Year 13 <input type="checkbox"/> | Degree <input type="checkbox"/> |
| Special support unit within
a mainstream school <input type="checkbox"/> | Completed Year 9 <input type="checkbox"/> | Trade or TAFE qualification
at trade level <input type="checkbox"/> | Post Graduate qualification <input type="checkbox"/> |
| Primary school or less <input type="checkbox"/> | Completed Year 10 <input type="checkbox"/> | TAFE non-trade certificate <input type="checkbox"/> | Masters/PhD <input type="checkbox"/> |
| | Completed Year 11 <input type="checkbox"/> | | |

9 Have you **completed** a tertiary course (for example, university, TAFE)?

- No **Go to next question**
Yes **Give details below**

Years (for example, 2017–2019)	Name of institution (for example, Melbourne University)	Name of course (for example, Bachelor of Arts)
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

If you need more space, provide a separate sheet with details.

10 Have you **started** a tertiary course but not **completed** it?

- Include:**
- any previous periods of study in your current course or in other courses
 - both full-time and part-time study.

- No **Go to next question**
Yes **Give details below and list every year of study**

 If part-time, provide details of subjects attempted.

 If you have not completed or have failed in your studies due to circumstances beyond your control, provide a separate statement with details.

Courses attempted

Years (for example, 2017)	Name of institution (for example, Melbourne University)	Name of course (for example, Bachelor of Arts)	Year/stage (for example, 2nd year)	Study period 1 Full-time/Part-time	Study period 2 Full-time/Part-time
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>


Continued

12 Are you enrolled on a full-time or part-time basis?

Part-time **Go to 14**

Full-time **Go to next question**

Not sure

 If you are not sure whether you are enrolled to study full-time, provide details of your course subjects and we will assess your study load.

13 Do you want a Health Care Card?

No **Go to next question**

Yes

We will automatically assess your eligibility for a Health Care Card in 8 weeks time or earlier. If you cannot wait for a Health Care Card to be sent to you automatically, you can complete a **Claim for a Health Care Card (SS050)** form. If you do not have this form, go to servicesaustralia.gov.au/forms

14 Which of the following documents are you providing with this form?

Details of subjects attempted on part-time basis (if required at question 10)	<input type="checkbox"/>
Statement giving reasons for unsuccessful study (if required at question 10)	<input type="checkbox"/>
Details of course subjects if you are not sure if course is full-time (if you answered 'Not sure' at question 12)	<input type="checkbox"/>

Privacy notice

15 You need to read this

Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to servicesaustralia.gov.au/privacypolicy

Declaration

16 I declare that:

- the information I have provided in this form is complete and correct.
- I will notify Services Australia of any changes to this information **within 14 days** of the change(s) occurring.
- (for **Youth Allowance (job seeker)** and **JobSeeker Payment customers** only) I will take all reasonable steps to further my education and/or employment and, if required, I am willing to enter into a Job Plan.

I understand that:

- A Job Plan is a written agreement that explains what I need to do to get a job or to improve my employment prospects and what assistance I will be offered.
- A Job Plan is a legal document that replaces any previous agreement and starts from the date I sign it.
- I may not be paid income support if I refuse to enter into a Job Plan when asked to do so.

I understand that:

- Services Australia may collect my personal information from third parties, including other government agencies, to ensure payment accuracy.
- if submitting this document as part of a claim, the claim may not be accepted unless supporting documents are lodged at the same time as the claim. The only exception will be if I am waiting for medical evidence or other documents from a third party.
- I may need to provide further information if requested.
- A Job Plan means an Employment Pathway Plan under the *Social Security Act 1991*.
- giving false or misleading information is a serious offence.

I agree to:

- Services Australia using information previously provided to assess my claim.

I have read, understood and agree to the above.

Date (DD MM YYYY) (you **must** date this declaration)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Your signature (**only** required if returning by post or in person)



Returning this form

Return this form and any supporting documents:

- **online** using your Centrelink online account. For more information, go to servicesaustralia.gov.au/centrelinkuploaddocs
- by post to
Services Australia
Student Services
PO Box 7804
CANBERRA BC ACT 2610
- in person at one of our service centres.