

Important information



You can submit a claim for ABSTUDY Pensioner Education Supplement over the phone by calling us on **1800 132 317**.

When to use this form

Use this form to claim the ABSTUDY Pensioner Education Supplement.

This is an extra payment for Aboriginal or Torres Strait Islander Australian customers receiving certain pensions or benefits who are doing full-time study or are eligible for a workload concession with education expenses.

This form can be used if you are studying and receiving one of the following payments:

- Parenting Payment – if you are a single principal carer
- Carer Payment
- Disability Support Pension
- Special Benefit – if you are a single parent
- Disability Pensions (including Total and Permanently Incapacitated (TPI)) – if you have a dependent child
- Invalidity Service Pension
- Carer Service Pension – if your partner receives an Invalidity Service Pension
- War Widow(er) Pension – if you have a dependent child
- Income Support Supplement
- Special Rate Disability Pension – if you have a dependent child
- Carer Service Pension – if you have a dependent child
- Wholly Dependent Partner Payment – if you have a dependent child
- Veteran Payment.

If you are a single principal carer that gets the JobSeeker Payment and want to study a new course, you need to claim the Pensioner Education Supplement instead.

For more information about Pensioner Education Supplement, go to **servicessaustralia.gov.au/pensionereducation**

Online account



Many of our customers find it easier to update their details using their Centrelink online account or Express Plus Centrelink mobile app.

You need a myGov account to link and use your Centrelink online account or Express Plus Centrelink mobile app. If you do not have a myGov account, go to **my.gov.au** and create one. For help, go to **servicessaustralia.gov.au/onlineguides**

Keep these Notes (pages 1 to 8) for your information.

For more information

Go to servicesaustralia.gov.au/abstudy

Call us on **1800 132 317**.



Information in your language

We can translate documents you need for your claim for free.

To speak to us in your language, call **131 202**.



Hearing and speech assistance

If you have a hearing or speech impairment, you can use:

- the National Relay Service **1800 555 660**, or
- our TTY service on **1800 810 586**. You need a TTY phone to use this service.

For more information about help with communication, go to servicesaustralia.gov.au and search 'other support and advice'.

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ABSTUDY Pensioner Education Supplement

ABSTUDY allowances

ABSTUDY is only for Aboriginal and Torres Strait Islander Australian peoples. If there is any doubt about your identity as an Aboriginal or Torres Strait Islander Australian, you may be asked to provide proof.

Eligibility for the different ABSTUDY allowances depends on your study load, type of study and circumstances.

The following allowances are for full-time students, including students eligible for a study load concession:

- Pensioner Education Supplement
- Additional Incidentals Allowance, if tertiary.

The following allowances are for full-time and part-time students:

- Incidentals Allowance
- Fares Allowance
- Away from Base assistance.

Masters and PhD students may be eligible for:

- Relocation Allowance
- Thesis Allowance
- payment of compulsory course fees or student contribution for Commonwealth Supported Places (previously known as HECS).

Other ABSTUDY claims

Use the **Claim for ABSTUDY Allowances and Part-time Award (SY021)** form if you are:

- doing a selection test/interview or
- a part-time student who is claiming Incidentals Allowance only.

Commencement dates

The day your payment starts from depends on:

- the day you claim
- whether you lodge your claim by 31 March (or 31 July for semester 2) in the year of study (for a full year course) or within 4 weeks of becoming eligible for ABSTUDY PES (for all courses)
- the date your course commences.

To make sure you receive any entitlement, your claim must be lodged by 31 March (or 31 July for semester 2) in the year of study (for a full year course) or within 4 weeks of becoming eligible for ABSTUDY PES (for all courses). If you lodge your claim outside these dates or later than 4 weeks of becoming eligible for ABSTUDY PES, you may still receive ABSTUDY PES but your entitlement may not be backdated.

If you have any questions about this, call us on **1800 132 317**. If you are studying or intending to study but you are waiting for approval of a pension or payment from Services Australia or the Department of Veterans' Affairs, that is a requirement to qualify for PES (see page 1 for the list of pensions and payments), you should lodge a claim as soon as possible.

Question 11: Training and government assistance for study

Generally, students who are receiving training assistance for formal study, including assistance from an employer, are not eligible for ABSTUDY. Training assistance from an employer includes paid study leave or the payment of all travel, meals and accommodation costs. If your employer gets an Australian Government or state or territory government wage subsidy on your behalf, you cannot get ABSTUDY.

The exceptions are:

- Australian Apprentices who are receiving training assistance for formal study or who are assisted through an Australian Government or state or territory government wage subsidy through an employer, for example Priority Wage Subsidy (PWS)
- people doing a training program placement
- people taking part in a school based traineeship or apprenticeship
- employees of organisations that are registered by **Australian Charities and Not-for-profit Commission (ACNC)** and/or the **Office of the Registrar of Indigenous Corporations (ORIC)**
- scholarships, cadetships or similar assistance received from an employer (this does not include government employees receiving scholarships from their agency to study).

If you are employed, you need to ask your employer if they are registered by ACNC and/or ORIC for that exception to apply to you otherwise, you might not be eligible for ABSTUDY.

ABSTUDY cannot be paid if the same assistance is covered by your employer.

Examples of training assistance include:

- Living Away From Home Allowance (LAFHA) or payment of course fees or training costs for Australian Apprentices
- assistance from an employer for job related training (through an approved course) including:
 - paid study leave
 - the payment of all travel, meals and accommodation costs associated with doing the course or training away from your home.

If you receive other government assistance, for example, Youth Allowance or JobSeeker Payment, and:

- you are studying part-time, you can receive ABSTUDY part-time entitlements
- the study you are doing makes up part or all of your mutual obligation requirements and is a compulsory activity in your Job Plan, you will not be eligible for ABSTUDY assistance.

Mutual obligation requirements means an Activity Test or participation requirement under the *Social Security Act 1991*.

If you receive ABSTUDY as an Australian Apprentice, you are not able to be paid the Living Away From Home Allowance (LAFHA) which may be available through your Australian Apprenticeship Centre. The amount of ABSTUDY you can receive may be more or less than the amount you may be eligible for under the LAFHA. You can find out more about LAFHA at your Australian Apprenticeship Centre or go to **australianapprenticeships.gov.au**

You should compare entitlements under the different schemes so you can choose the one that will assist you best. It is important to consider all options as you cannot receive more than one of these payments at any one time.

PART C – Study details

Question 23: Proof of enrolment

You will need to provide proof of enrolment from the institution if you are doing one of these courses:

- higher education course
- vocational education and training course at a TAFE or higher education institution
- secondary course at a TAFE or higher education institution or any course at a private education provider, and
- you have not previously claimed ABSTUDY for these courses, or you are starting a new course.

You must provide a copy of the notice you were given by your institution **within 14 days** of starting studies. Payments cannot continue after this time if you do not provide proof.

School students and students in a higher education course at a university do not need to provide proof of enrolment.

Question 25: Proof of full-time study in a distance education course

If you are studying a course which does not have attendance requirements, such as mixed mode or competency based training courses, you must provide proof of your study load to receive entitlements. Acceptable proof is a timetable giving dates when assignments are due and modules that must be completed. This is not required for courses supported by the Australian Government.

Question 29 and 30: Full-time study

The table below defines a full-time study load:

Student type	Full-time definition
secondary school or college students	what the school considers full-time study
secondary students at a Vocational and Technical Education (VTE) institution or studying by correspondence	enrolled in at least $\frac{3}{4}$ (or 75 – 100%) of the course's standard full-time study or work load*
tertiary students in a Commonwealth Supported Place (previously known as HECS)	course has an Equivalent Full-time Student Load (EFTSL) of 0.375 or more in a teaching period**
tertiary students studying at a Vocational and Technical Education (VTE) institution or not paying a student contribution for a Commonwealth supported place, including study by correspondence	enrolled in at least $\frac{3}{4}$ (or 75 – 100%) of the course's standard full-time study or work load*
study through Open Universities Australia or Open Learning Australia	registered for at least 2 university level units or for VTE study modules equivalent to at least 160 hours in a study period

* a standard full-time study or work load is the number of hours, subjects or credit points (as appropriate) that are undertaken by a typical full-time student in your year of study in your course. In some cases, you may not be considered full-time for ABSTUDY even though your institution sees you as full-time.

** Teaching Period 1 is the first 6 months of the year and Teaching Period 2 is the second 6 months of the year. Units with a census date before 1 July fall within Teaching Period 1 and units on or after the 1 July fall within Teaching Period 2.

External students are strongly advised to check with us that:

- your annual study load is full-time and complies with the ABSTUDY Pensioner Education Supplement study load rules
- enough progress is being made throughout the year so you keep up with a full-time study load.

Failure to have or to complete a full-time study load will result in a debt.

If you are not sure whether you are a full-time student or eligible for a study load concession under the ABSTUDY definition, or you are a part-time student, provide a list of your subjects. You cannot include tutorial assistance sessions funded by the Department of Education, Indigenous Tutorial Assistance Scheme.

Each student's study details will be checked with their institution.

If you change the course or subjects you will be studying, contact us with your new details. Any change could affect your status as a full-time student and result in a debt, which will need to be paid back.

Continued

Question 29: Study load concessions

You may be eligible for ABSTUDY Pensioner Education Supplement if one of the following study load concessions applies:

- you have a substantial physical, intellectual or psychiatric disability and you are studying at least $\frac{1}{4}$ (25%) of the normal full-time study load for your course. If you do not receive a Disability Support Pension, Invalidity Service Pension or Invalidity Income Supplement, include a certificate from a specialist describing your situation
- you are a single parent, carer or disability pensioner and you are studying at least $\frac{1}{4}$ (25%) of the normal full-time study load for your course. You must be receiving one of the following pensions to be eligible:
 - a Parenting Payment (Single), Disability Support Pension or Carer Payment
 - a Department of Veterans' Affairs Carer Service Pension, Invalidity Service Pension, Invalidity Income Support Supplement
 - you have a dependent child younger than 16 and you receive the Defence Widow(er) or War Widow(er) Pension
- you are studying at least $\frac{2}{3}$ (66.7%) of the normal full-time study load and can show that you have:
 - no choice because of your course requirements
 - been told in writing by the academic registrar or equivalent officer of your institution that you must take a lighter study load, or
 - been recommended to take a lighter study load for specified academic or vocational reasons. This concession only applies for a maximum of 6 months. Your study load for the balance of the year must be at least $\frac{3}{4}$ (75%) of the normal full-time study load
- you are studying a bridging course or a supplementary program together with an associated course, such as a degree course, because of your study needs. The 2 associated courses must together make up a study load of at least 75%. This concession also applies if you are studying less than a .375% per semester Equivalent Full-time Student Load (EFTSL) in a course which leads into a degree course and you are classified by your institution as full-time
- you are ill or injured and you are unable to maintain a full-time study load in a tertiary or TAFE course. This applies for an 8 week period but may be extended in some circumstances. Contact us to find out what documentation is required to verify this.

Part-time pensioner students who are not eligible for a study load concession may be eligible for assistance under the ABSTUDY Part-time Award.

Question 30: Limits on assistance

There are limits on assistance to study certificate 1 and 2 courses, undergraduate bachelor degree courses as well as postgraduate degree courses at Masters and Doctorate level.

When calculating the limit of assistance, all time spent in a course of the same study level for which ABSTUDY Living Allowance and/or Pensioner Education Supplement was received must be declared and counted, regardless of the study load. When a student has met or exceeded the limits, ABSTUDY is no longer payable.

ABSTUDY assistance is limited to:

- four years of study for any combination of statement of attainment, certificate 1 or 2 level courses, and
- one completed undergraduate Bachelor degree, or time equivalent to one completed undergraduate Bachelor degree (including Honours, Masters qualifying year/s, combined degrees and/or prerequisite studies), and
- one of the following three options:
 - one (or time equivalent to one) completed degree at Master level and one (or time equivalent to one) completed at Doctorate level
 - two (or time equivalent to two) completed degrees at Masters level, or
 - two (or time equivalent to two) completed degrees at Doctorate level

A first degree will not be counted if it is a recognised prerequisite to another degree course, and extra time may be given if the institution required a student to do another degree course before accepting them into the current course. For more information about 'reasonable time', see page 7 of the **Notes**.

Students should check with us to find out if they are eligible for assistance to study a second undergraduate degree or a third postgraduate degree.

Question 31: Reasonable time to complete course

Students are allowed a 'reasonable time' to complete a course.

For courses which are 2 years or less, a reasonable time for completing the course is twice the normal course length. For courses which are more than 2 years, a reasonable time for completing the course is the normal course length plus 2 years. Students may be approved for ABSTUDY for up to 1 extra year if they have a disability, an illness or something else beyond their control has happened and they can prove their circumstances.

If an institution requires students to finish a degree first as an alternative requirement, they can add up to 2 extra years to the reasonable time rules for degree study.

We do not consider the student's first degree course when calculating reasonable time if it is a mandatory prerequisite for another degree course.

**PART D –
Student circumstances**

Question 32: Living away from home

Living away from home to study means you are staying somewhere other than where you would normally live. Living away from home can mean that you are boarding in another person's home, boarding at a hostel or residential college, living alone or sharing a house, flat or caravan with friends or other students.

To be eligible for ABSTUDY, secondary students living away from home must be accommodated in either a:

- boarding school
- private boarding arrangement of less than 5 students
- hostel that is signed to the ABSTUDY Standard Hostel Agreement or Aboriginal Hostel Limited Institutions.

Question 32: Approval of Fares Allowance

There are restrictions on the payment of Fares Allowance for students living away from home. For example, if you are a secondary student, you will not get Fares Allowance for interstate travel unless:

- your home is near a border and it is more appropriate for you to study at a close interstate location
- interstate travel is more cost effective than travelling within your own state or territory, or
- there are no boarding places in your home state or territory.

If you are a tertiary student doing an enabling certificate or similar course, you will not be approved for Fares Allowance for interstate travel unless that type of course is not available in your state or territory. You can be approved for Fares Allowance to travel within your state or territory.

Question 35: Residential costs option for tertiary students

ABSTUDY can pay your residential costs if you are a tertiary student approved for away from home entitlements such as Fares Allowance and you are living in a residential college attached to a university or in a hostel. These are paid to the college or hostel. If you do this you will not get the Pensioner Education Supplement for the periods you are living in residence.

Compare your entitlement with residential charges, excluding refundable bonds, before you make your decision. You should check whether all meals will be provided by the college or hostel. You are not entitled to meal allowance for meals not provided by the college or hostel or other ABSTUDY assistance in addition to the residential costs.

Your college or hostel can give you the dates for which residential charges will be made. If you do not know the dates now, you can provide them later, but you must give the details to us before you start your course.

Changes you must tell us about

When to contact us

You must tell us when things change to avoid getting a debt. If you do not tell us when a change occurs, for example, you are paid income, or you provide false or misleading information, you have to pay all or some of the money back.

After you claim ABSTUDY Pensioner Education Supplement, you must tell us **within 14 days** if any of your circumstances change.

All changes in circumstances you must tell us about can be found at servicesaustralia.gov.au/notifychanges

To tell us of changes, call us on **1800 132 317**.

Other payments, concessions and help

If you receive a payment, there are other payments, concessions and help you may be eligible for. For more information, go to servicesaustralia.gov.au/servicefinder

Centrepay

Centrepay is a voluntary bill-paying service which is free for Centrelink customers. Use Centrepay to arrange regular deductions from your Centrelink payment to pay bills and expenses like rent, gas, electricity, water, phone and other household costs. You can start or change a deduction at any time. The quickest way to do this is through your Centrelink account online.

For more information, go to servicesaustralia.gov.au/centrepay

Community Engagement Officers

These officers can help you:

- manage your income support and other business with us
- link with government and community services for assistance and other support.

They provide Centrelink services in locations like mental health facilities, general crisis or support services, specialist accommodation services, youth services, drug and alcohol services, family and domestic violence services, and organised meeting places.

For more information, go to servicesaustralia.gov.au/communityofficer

Health Care Card

A Health Care Card provides you access to pharmaceutical medications listed under the Pharmaceutical Benefits Scheme at a reduced cost. You **may** also receive other concessions provided by state and territory governments.

Indigenous Services Officers

These officers are located in some of our service centres. We also have interpreters who speak Aboriginal or Torres Strait Islander languages and teams who visit and help remote communities.

Mobility Allowance

Mobility Allowance provides help to people with disabilities who are doing voluntary work, paid work, vocational training, or any combination of these and cannot use public transport without extra help. There does not need to be public transport in the person's area to qualify.

Mobility Allowance helps with the extra costs of travel.

For more information, go to servicesaustralia.gov.au/mobilityallowance

Remote Area Allowance

Remote Area Allowance is an extra payment for customers living in remote areas. It recognises that many customers who do not pay tax, or very little tax, do not get the full benefit of tax zone rebates. Remote Area Allowance makes a contribution towards some of the costs associated with living in particularly remote areas.

For more information, go to servicesaustralia.gov.au/remotallowance

Social Workers

We have professional social workers in our service centres and smart centres throughout Australia. Social workers can offer you personal counselling and support in difficult times, such as domestic and family violence, severe financial hardship, homelessness, loss and bereavement. They can refer you to other services and programs like housing, health, emergency relief, legal and/or counselling services and support groups.

Claim for ABSTUDY Pensioner Education Supplement (SY020)

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 Do you need an interpreter?

Available in international, Indigenous, Auslan and other sign languages.

No **Go to 4**

Yes **Go to next question**

2 What is your preferred spoken language?

3 What is your preferred written language?

4 **Read** this before answering the following question.

You are considered to be an Aboriginal or Torres Strait Islander person for ABSTUDY purposes, if:

- you are of Australian Aboriginal or Torres Strait Islander descent, and
- you identify as an Australian Aboriginal or Torres Strait Islander, and
- you are accepted as such by the community in which you live or have lived.

Are you an Australian Aboriginal or Torres Strait Islander person?


If you are both Aboriginal and Torres Strait Islander, tick both 'Yes' boxes.

No  **You are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes – Aboriginal **Go to next question**

Yes – Torres Strait Islander **Go to next question**

5 Are you an Australian citizen?

No  **You are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes Country of birth

Date of citizenship (if not born in Australia)

 (DD MM YYYY)

6 Are you currently getting, or will you get a Centrelink pension, benefit, payment or allowance or a pension from the Department of Veterans' Affairs?

As listed on the front page of the **Notes**.

No  **You are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes Name of payment

Customer Reference Number (if known)

Veterans' Affairs Reference Number (if known)


Payment date (DD MM YYYY)

7 Are you getting JobSeeker Payment or Youth Allowance (job seeker)?

No **Go to 11**

Yes **Go to next question**

8 Before the grant of your JobSeeker Payment or Youth Allowance (job seeker), were you receiving Parenting Payment Single or Disability Support Pension?

No  **You are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes **Go to next question**



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9 Were you receiving ABSTUDY Pensioner Education Supplement while on Parenting Payment Single or Disability Support Pension?

No



You **are not eligible** for ABSTUDY Pensioner Education Supplement.
Call us on **1800 132 317**.

Yes Go to next question

10 Have you received ABSTUDY Pensioner Education Supplement payment for the course you are applying for?

No



You **are not eligible** for ABSTUDY Pensioner Education Supplement. Claim Pensioner Education Supplement instead.
Call us on **1800 132 317**.

Yes



A new claim is not needed.
Call us on **1800 132 317** as you may be eligible to have your payment restored.

11 Do you, or will you, receive other government assistance for study or training?

See page 4 of the **Notes**.

No Go to next question

Yes Tick which payment applies:

Tick one only

A full-time apprenticeship/traineeship



You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

A cadetship/scholarship



Provide a copy of documentary evidence.

Go to next question

Veterans' Children Education Scheme Go to next question

Assistance for Isolated Children (AIC) Go to next question

Youth Allowance Go to next question

Austudy Go to next question

Living away from Home Allowance for an Australian Apprenticeship Go to next question

Any other assistance Give details below

Text input field for other assistance details.

Go to next question

PART A – Personal details

12 Your name

Mr Mrs Miss Ms Mx Other

Family name

Text input field for family name.

First given name

Text input field for first given name.

Second given name

Text input field for second given name.

13 Your date of birth (DD MM YYYY)

Date of birth input fields: DD, MM, YYYY.

14 Have you been known by any other name(s)?

Include:

- name at birth
- name before marriage
- previous married name
- Aboriginal, tribal or skin name
- alias
- adoptive name
- foster name.

No Go to next question

Yes Give details below

1 Other name

Text input field for other name 1.

Type of name (for example, name at birth)

Text input field for type of name 1.

2 Other name

Text input field for other name 2.

Type of name (for example, Aboriginal/Islander name)

Text input field for type of name 2.

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

15 Your gender

Male

Female

Non-binary

23 What are your **current** study details?



You may need to provide proof that you have enrolled in the course named in this question **within 14 days** of the course start date, except if you are a school student or a student in a higher education course at a university.

See page 4 of the Notes.

1 Education institution/course

Name of school/ Australian college and campus

Your student identification number

Exact course title (for example, School Studies, Bachelor of Arts)

Course code

Year/stage of course (for example, Year 11, 1st year, B.Sc.)

When will you be studying the course?

Start date

(DD MM YYYY)

End date

(DD MM YYYY)

Full course period

Official start date

(DD MM YYYY)

Official end date

(DD MM YYYY)

2 Education institution/course

Name of school/ Australian college and campus

Your student identification number

Exact course title (for example, School Studies, Bachelor of Arts)

Course code

Year/stage of course (for example, Year 11, 1st year, B.Sc.)

When will you be studying the course?

Start date

(DD MM YYYY)

End date

(DD MM YYYY)

Full course period

Official start date

(DD MM YYYY)

Official end date

(DD MM YYYY)

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

24 How long will you be studying?

Tick one only

More than one year Give details

years	months
-------	--------

Full school/academic year

Study in the following semesters Semester 1

Semester 2

Semester 3

Study in the following terms Term 1

Term 2

Term 3

Term 4

Other Give dates

From

(DD MM YYYY)

_	_	_ _ _
---	---	-------

To

(DD MM YYYY)

_	_	_ _ _
---	---	-------

25 Are you, or will you be, studying externally by distance education or correspondence?

This is when you study at home or in your community instead of attending classes at an education institution except when attending a residential school.

No Go to next question

Yes



You will need to provide proof of the full-time study.

See page 5 of the Notes.

26 Are you doing your course through flexible learning or study at your own pace enrolment?

Flexible learning and study at your own pace courses, allow a part-time or full-time student to study subjects one at a time instead of having to study all subjects over a whole term or semester.

No

Yes

27 Are you studying a Startup Year course?

No Go to next question

Yes




You need to provide proof you are enrolled in the course and have been selected for a STARTUP-HELP loan to be eligible for ABSTUDY Pensioner Education Supplement.

Go to 29

28 Are you a full-time secondary school student, including a student enrolled in a secondary distance education institution?

No Go to next question

Not sure

 If you are not sure if your course is full-time or part-time, provide a copy of a list of your subjects and we will assess your study load.
▶ Go to 30

Yes Go to 32


29 Read this before answering the following question.

The definition of full-time study is based on your course, not the time you spend studying. For the ABSTUDY definition of full-time study, see page 5 of the **Notes**.

A student (other than a secondary school student) is classified as full-time or part-time on the basis of their study load compared to the course's normal full-time study load and whether a study load concession applies.

See page 6 of the **Notes** for study load concessions.

Provide your study load details below

 If you are a secondary school student, including a student enrolled in a secondary distance education institution, provide a copy of a statement from your school or institution about the reasons for being a part-time student.

Semester 1

Percentage of the full-time study load in your course

75 – 100%


66 – 74%

50 – 65%

25 – 49%

0 – 24%

Not sure

 If you are not sure of the full-time study load in your course, provide a copy of a list of your subjects and we will assess your study load.

Semester 2

Percentage of the full-time study load in your course

75 – 100%


66 – 74%

50 – 65%

25 – 49%

0 – 24%

Not sure

 If you are not sure of the full-time study load in your course, provide a copy of a list of your subjects and we will assess your study load.

30 Have you **completed** an undergraduate or postgraduate degree course?

See page 6 of the **Notes** for limits on assistance to study Certificate I and II courses and degree courses.

No Go to next question

Yes Give details of the courses completed in the last 10 years.

1 Name of Institution/Campus
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

2 Name of Institution/Campus
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

3 Name of Institution/Campus
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

4 Name of Institution/Campus
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

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

31 Have you started or completed any other non-school study, including any previous study so far, in the course you are doing now?

See page 7 of the **Notes** for time allowed to complete course.

No Go to next question

Yes Give details below.

You must list every year of study in the past 10 years.

Current course(s)

1 Year (for example, 2019) Year/stage (for example, 2nd year)

Name of institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

2 Year (for example, 2019) Year/stage (for example, 2nd year)

Name of institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

3 Year (for example, 2019) Year/stage (for example, 2nd year)

Name of institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

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

Continued

Other course(s)

1 Year (for example, 2015) Year/stage (for example, 1st year)

Name of Institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

2 Year (for example, 2015) Year/stage (for example, 1st year)

Name of Institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

3 Year (for example, 2015) Year/stage (for example, 1st year)

Name of Institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

4 Year (for example, 2015) Year/stage (for example, 1st year)

Name of Institution (for example, Canberra CIT)

Name of course (for example, Associate Diploma in Hospitality)

Semester 1

Semester 2

Full-time Part-time

Full-time Part-time

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

PART F – Checklist

37 Which of the following forms and/or documents are you providing with this form?

Where you are asked to supply documents, provide original documents. In some circumstances copies may be accepted as detailed in the below checklist.

If you are not sure, check the question to see if you should provide documents.

Copy of documents with details of a cadetship/scholarship (If required at question 11)	<input type="checkbox"/>
Copy of statement with reasons for break in study (If required at question 22)	<input type="checkbox"/>
Copy of proof of enrolment in current study (If required at question 23)	<input type="checkbox"/>
Copy of proof of full-time study (If you answered Yes at question 25)	<input type="checkbox"/>
Copy of proof you are enrolled in the Startup Year course and have been selected for a STARTUP-HELP loan (If you answered Yes at question 27)	<input type="checkbox"/>
Copy of statement with a list of your subjects (If answered Not sure at question 28)	<input type="checkbox"/>
Copy of statement from your school about being a part-time student (If you answered question 29)	<input type="checkbox"/>
Copy of statement with a list of your subjects (If answered Not sure at question 29)	<input type="checkbox"/>
Copy of details of dependent children travelling with you (If you answered Yes at question 34)	<input type="checkbox"/>
Copy of statement with dates you will be living in residence (If you answered Yes, and if known, at question 35)	<input type="checkbox"/>
Authorising a person or organisation to enquire or act on your behalf (SS313) form (If you answered Yes at question 36)	<input type="checkbox"/>

PART G – Privacy notice

38 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

PART H – Declaration

39 I declare that:

- I am of Aboriginal or Torres Strait Islander Australian descent, and
- I identify myself as an Aboriginal or Torres Strait Islander Australian, and
- I am accepted as such by the community in which I live or have lived.
- the information I have provided in this form is complete and correct.

I understand that:

- Services Australia may collect my personal information from third parties, including other government agencies, to make sure payment accuracy.
- I must notify Services Australia of any changes to this information **within 14 days** of the change(s) occurring.
- giving false or misleading information is a serious offence.

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"/>
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Your signature (**only** required if returning by post or in person)


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If you are overpaid ABSTUDY

If you are overpaid ABSTUDY, you will need to pay it back. Usually, we will reduce your remaining ABSTUDY payments to cover the overpayment. If you are not entitled to any more ABSTUDY, you will need to pay the debt to Services Australia.

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
Reply Paid 7800
CANBERRA BC ACT 2610
- in person at one of our service centres.