

The Tertiary Access Payment is a scholarship provided by the Federal Government to reduce the financial pressure on school leavers who are relocating from outer regional, remote or very remote areas to commence study at university.

For full details of the scholarship, including eligibility criteria, visit the [QUT Tertiary Access Payment webpage](#).

Before you complete this application form, please read the detailed Program Guidelines on the [department's website](#) for the program to check your eligibility.

1. Have you previously applied for, or received, the Tertiary Access Payment from any other education provider?
2. If so, please state when and where:

You can only receive the Tertiary Access Payment once, regardless of education provider.

### Section 1 – About you

3. Title:
- First given name:  Second given name:
- Family name:  Former name (if any):
- Date of birth:  Email address:
- Home phone:  Mobile:
- QUT student number (if available):

Please provide evidence of your identity. For details of suitable documents, see the [QUT Tertiary Access Payment webpage](#).

4. Are you an Australian citizen or permanent resident? Yes  No

Please provide evidence of your Australian citizenship or permanent residency. For details of suitable documents, see the [QUT Tertiary Access Payment webpage](#).

5. Do you identify your gender as Male  Female  Other  Prefer not to say
6. Do you identify as Aboriginal or Torres Strait Islander?
7. Do you speak a language other than English at home? Yes  No  Prefer not to say
8. Please specify the language
9. Do you have a disability? Yes  No  Prefer not to say
10. If yes, do you require adjustments to the application and selection process? Yes  No
11. Adjustments required:
12. Are you the first person in your family to undertake tertiary education? Yes  No  Not sure

## Section 2 – Year 12 study details

13. Did you complete year 12 in 2020?

Yes  No

## Section 3 – Relocation details

Have you relocated from your family home (i.e. your parent or guardian's address) to study (or do you intend to)?

Yes  No

If you are not moving from a family home, you should provide the address that you consider to be your primary residence, where you lived 6 months before commencing your course..

14. What was your address before relocation?

Street address:

Suburb/Town:

State/Territory:

Postcode:

15. When did you (or will you) relocate?

16. If you have already relocated, what is your new address?

Street address:

Suburb/Town:

State/Territory:

Postcode:

## Section 4 – Parent/guardian income, details and declaration

If you meet any of the following criteria, you are not required to provide parental income information, however supporting evidence will be required:

- You were living independently prior to relocating for your studies
- You have (or have had) a dependent child
- You are an orphan
- Your parents are unable to exercise parental responsibilities e.g. parents are in prison or asylum
- You cannot live at home because it is unreasonable to live at home
- You are a refugee
- You are in State Care
- You have Special Adult Status in a traditional community (Indigenous only)
- You currently have care of another person's child (Indigenous only)
- You have returned to live in an Indigenous community after being adopted or fostered by a non-Indigenous family for more than 2 years (Indigenous only)
- You are aged 18 or over, and have been in lawful custody for six months (Indigenous only)

If you are required to provide parental income information your parent(s)/guardian(s) will need to fill out the following section of this form.

**To be filled out by your parent(s)/guardian(s)**

Your income will need to be verified via tax returns. If tax returns are not available, other forms of evidence can be used such as two months of payslips or a letter from your employer or accountant.

Combined parental income equals the sum of:

- taxable income (a negative amount is counted as zero. The Australian Taxation Office (ATO) consider a loss as meaning the person has no taxable income and often taxation losses can be deducted from future taxable income. A tax loss cannot be offset against the other components of parental income)
- adjusted employer provided reportable fringe benefits including salary sacrifice. The reportable fringe benefit amount as recorded on an applicant's group certificate should be advised and recorded:
  - exempt reportable fringe benefits are automatically converted to the lower adjusted amount using the fringe benefits tax rate
  - other reportable fringe benefits will not be converted. 100 per cent will be included in parental income
- reportable superannuation contributions
- target foreign income (except if received as a gift from an immediate family member)
- total net investment losses
- tax free pensions and benefits
- less maintenance paid. (i.e. child support)

NOTE: in shared custody situations (including parents separated under one roof), the parent with primary care responsibility should be used. In 50/50 shared care situations the applicant may nominate which parent they want to use

17. What was your combined taxable income for the previous tax year?

If your taxable income was more than \$250,000 your child will not be eligible for the payment

18. Parent/guardian 1 details

Title:

First given name:

Second given name:

Family name:

Email address:

Home phone:

Mobile:

Street address:

Suburb/Town:

State/Territory:

Postcode:

**To be filled out by your parent(s)/guardian(s)**

## 19. Parent/guardian 2 details

Title:	<input type="text"/>		
First given name:	<input type="text"/>	Second given name:	<input type="text"/>
Family name:	<input type="text"/>	Email address:	<input type="text"/>
Home phone:	<input type="text"/>	Mobile:	<input type="text"/>
Street address:	<input type="text"/>		
Suburb/Town:	<input type="text"/>		
State/Territory:	<input type="text"/>	Postcode:	<input type="text"/>

## 20. Parent/guardian 1 declaration

I confirm that:

- All the information I have provided in this application is, to the best of my knowledge and belief, complete and correct.
- I consent to the information in this form being provided to the Department of Education, Skills and Employment for the purpose of administering the Tertiary Access Payment Program.
- I have submitted all the required documents as requested.
- I understand that the University is not responsible for documents submitted with this application and that the documents become the property of the University.
- I understand that giving false or misleading information is a serious offence under the Criminal Code Act 1995 (Commonwealth).

Signature:

Date:

Note: If you don't have a digital signature set up, you can print and sign the form

## 21. Parent/guardian 2 declaration

I confirm that:

- All the information I have provided in this application is, to the best of my knowledge and belief, complete and correct.
- I consent to the information in this form being provided to the Department of Education, Skills and Employment for the purpose of administering the Tertiary Access Payment Program.
- I have submitted all the required documents as requested.
- I understand that the University is not responsible for documents submitted with this application and that the documents become the property of the University.
- I understand that giving false or misleading information is a serious offence under the Criminal Code Act 1995 (Commonwealth).

Signature:

Date:

Note: If you don't have a digital signature set up, you can print and sign the form

The Queensland University of Technology complies with Australian and Queensland privacy laws and guidelines. Information collected is treated as confidential and is used for administrative or educational purposes only. Personal information will not be disclosed unless you agree or the law requires disclosure. For more information on privacy at QUT, including QUT's privacy plan, visit [QUT's Information Policy Obligations](#).

## Section 5 – Other payments

22. Are you currently receiving any other support payments or scholarships? Yes  No

Receiving other forms of support does not affect your eligibility for this payment, however you should contact your scholarship provider or Services Australia to see if this payment will affect any other financial support payments you receive.

## Section 6 – Program feedback

23. How did you hear about the program?

24. If other, please provide a short description

## Application declaration

I confirm that:

- All the information I have provided in this application is, to the best of my knowledge and belief, complete and correct.
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## Options for submitting your application form and supporting documents



**Email them to the QUT Equity Scholarships team:**  
equityscholarships@qut.edu.au



**Post them free of charge to:**  
Private and Confidential  
Queensland University of Technology  
Equity Scholarships Scheme  
Reply Paid 2434  
Brisbane QLD 4001



**Bring them in to the QUT Equity Services Department:**  
Kelvin Grove campus: Room C301, C Block

### Important:

Please be aware, especially if mailing your documents, that Tertiary Access Payments will be allocated on a first come, first served basis.

The order will be based on when the Equity Scholarships team receives your application form and supporting documents

## Checklist

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- Proof of identity
- Australian residency documents
- Proof of your new address (if you have already relocated)
- Proof of exemption from providing parental income (if applicable)
- Evidence of your parent(s) / guardian(s) combined income (if required)
- Parent(s) / guardian(s) declaration signed and dated
- Applicant declaration signed and dated

### Office use only

Date

Time

Application received:

Application number: