

Factsheet

Information for Education and Support Staff

Important changes to the program in 2023

- Applications will open earlier with a shorter application period (12 weeks compared to 18 weeks last year) including over the school holidays.
- Announcement of scholarships will be made in late January 2023.
- Three online application programs will run simultaneously:
 - New High School
 - Returning High School
 - Returning Tertiary
- There will be different application closing dates for high school and tertiary students.
- To remove the administrative burden off schools/teachers in light of the shorter application period, students are no longer required to nominate a teacher to provide an online recommendation to support their application.
- Enrolments will be verified in Week 6 of Term 1, 2023.
- Notifications to Successful students and schools will commence in Week 8 of Term 1, 2023.
- Funds will be available to students earlier than last year (end Term 1, 2023).

About the Scholarships program

The Youth Development Scholarships (YDS) program is offering up to 1,400 scholarships to young people enrolled in education or training to help complete their studies in the 2023 school year.

Students who received a DCJ scholarship between school academic years 2017 to 2022 may be eligible to re-apply for a scholarship if they meet the eligibility requirements.

How much is the Youth Development Scholarship?

Each scholarship for the 2023 school year is \$1,000 (no GST included as this is a grant payment).

When do applications open?

The application period for high school students includes the school holidays:

Open: 9.00 am on Monday, 5 September 2022

Close: 5.00 pm on Wednesday, 30 November 2022

How do I know if a student is eligible for a Youth Development Scholarship?

New applicants – students who have not previously received a DCJ scholarship are eligible to apply if they are:

- living in social housing (which includes public, community or Aboriginal housing),
- are on the NSW Housing Register,
- receiving private rental subsidy from DCJ,
- living in supported accommodation,
- living in out-of-home care, or
- temporarily staying with friends or relatives

Note: Applicants living away from home or temporarily staying with family/friends need to be on a current social housing tenancy or have an active social housing application.

Those eligible must be doing one of the following in 2023:

- studying in Year 10, 11 or 12 at a NSW high school or a VET subject at school, or
- equivalent at a TAFE college including Pathways or OTEN, or
- completing a school based apprenticeship or traineeship, or
- home schooling and able to provide a Certificate of Home Schooling Registration.

Returning applicants – students who were awarded a DCJ scholarship between the years 2017 to 2022 are eligible to re-apply if they still meet the social housing criteria and must be doing one of the following in 2023:

- studying in Year 11 or 12 at a NSW high school or equivalent at TAFE, or a VET subject at school, or
- studying at TAFE or university and able to provide a confirmation of enrolment or acceptance to study letter, (A letter of offer will also be accepted in the interim but you will need to provide confirmation of enrolment during the review process) or
- completing an apprenticeship or traineeship and able to provide a signed contract agreement, or
- home schooling and able to provide a Certificate of Home Schooling Registration.

How does a student apply?

Applications are completed online.

Visit dcj.nsw.info/YDS2023 to access the SurveyMonkey Apply application link.

What is my role as an education or support worker?

Education staff play an important role supporting and encouraging eligible students to apply for the scholarship and promoting the program at school.

A student can choose to add a Collaborator, someone to help with their application. A student can vary a Collaborator's level of read and/or write access on their application form.

If you are requested to be a Collaborator, you must provide your **direct** school email address.

Do not use the generic school email address. You will receive an invitation email from SurveyMonkey noreply@mail.smapply.net to register or sign in if you have an existing account.

What happens once an application is submitted?

The application will progress to the next stage where it will be reviewed and assessed.

DCJ will prioritise giving scholarships to students:

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- who commit to achieving their Higher School Certificate and further studies
 - who are currently overcoming difficult personal circumstances and financial hardships to remain in school
 - who are assessed as having the greatest need.

The student will receive notification of the outcome of their application at the end of Term 1, 2023. Schools of successful students will also be notified.

Meeting the eligibility and selection criteria does not guarantee a scholarship.

Each year we receive more applications than available scholarships.

Administering the scholarship funds

If a student is successful, the school's role is to:

- take responsibility to administer the full scholarship funds on behalf of the student
- work closely with the student to determine their needs and how the funds can best assist them in their studies
- keep a record and retain receipts for items or services purchased with the scholarship money. DCJ may ask the school to provide details on how the scholarship money has been expended
- advise the Scholarships team if the student has disengaged from their studies, changed school or withdrawn from the program. Any unspent funds will need to be returned to DCJ.

What can a student use the Youth Development Scholarship for?

The scholarship funds must be used for educational or support related costs to help you complete the school year.

Examples of items or services which can be purchased with the scholarship include (but not limited to):

Primary Support

- school uniform, including sports clothing and shoes
- course related or subject fees
- tutoring
- study camps and excursions
- text books, workbooks, study guides
- course related equipment, materials and clothing
- sporting equipment
- stationery
- computer desktop, laptop, tablet, chromebook
- printer, scanner, usb, cables, smart drives
- computer software and license
- internet access
- smart phone *
- study furniture (e.g. desk, chair)

** You will need to justify the need of a smart phone for educational purposes.*

Secondary Support

- transport costs (e.g. opal travel cards, driving lessons)
- medical and support needs (e.g. glasses, speech therapy)
- social inclusion (e.g. in-house sports and youth programs, formal tickets)
- training and employment (e.g. CV writing, job ready skills and job clothing for interview)

What can't a student use the Youth Development Scholarship for?

The funds cannot be used to:

- pay for items that can be provided through other financial assistance programs offered by the school
- pay for school fees, but can be used towards resources, elective or subject costs
- pay for any expenses relating to siblings who are not scholarship recipients
- transfer remaining funds to another student.

How will a student receive their Youth Development Scholarship funds?

For public high schools: DCJ will pay the scholarship funds via the Department of Education's EDConnect directly to the school's account.

For private and independent schools: DCJ will pay the scholarship funds directly to the school's account via Electronic Funds Transfer.

Students are required to expend the funds before the end of the calendar year in which they were awarded the scholarship. Further information and instructions on funding and expenditure will be emailed to schools when application outcomes are issued.

When do I notify DCJ of student changes?

Schools must notify DCJ in writing to education@fac.s.nsw.gov.au of any changes to the scholarship recipient's circumstances:

- disengaged with studies
- poor attendance
- changed schools
- taken up employment

It is a requirement of the Scholarships program that a student must have good attendance and commit to their studies. If a student has regular absences and attendance is poor in Terms 1 and 2 of the school year, the school must take into consideration withholding the funds and contact the Scholarships team to discuss options. The scholarship can be withdrawn and unspent funds will be recouped back to DCJ.

Note: attendance also refers to participating in online learning during any potential restrictions placed on schools during the pandemic or events that require online learning.

Where can I find out more information?

- Visit our website dcj.nsw.info/YDS2023
- Call the Housing Contact Centre on 1800 422 322, press 2 for Housing Services then press 3 for General Enquiries.
- Email the Scholarships team on education@fac.s.nsw.gov.au

Thank you for assisting your students to take part in this rewarding program.

Many students that have received this support have gone on to further studies, completed university, and have a rewarding and successful career.