

Factsheet

Information for Returning Applicants

Important changes to the Returning Program in 2023

- There will be two Returning programs with two different closing dates.
- It will be a shorter application period for students in high school.
- If you are in high school you are no longer required to nominate a teacher to provide an online recommendation to support your application.

Returning High School

Select this program if you are studying Year 11 or 12 at high school or equivalent at TAFE in 2023. This also applies to home schooled applicants.

Open: 9.00 am on Monday, 5 September 2022

Close: 5.00 pm on Wednesday, 30 November 2022

Returning Tertiary

Select this program if you are studying at TAFE, university or doing an apprenticeship or traineeship in 2023.

Open: 9.00 am on Monday, 5 September 2022

Close: 5.00 pm on Friday, 3 March 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.

Who can re-apply for a Youth Development Scholarship?

You are eligible to re-apply if you are studying and:

- still 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.

You are eligible to re-apply if you are 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 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 from your training provider; or
- home schooling and able to provide a Certificate of Home Schooling Registration.

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).

What can I 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)

Important information

- You must use the same email address you used previously to apply.
- If you have forgotten the email you used, or need to change your email address, please contact the Scholarships team at education@facs.nsw.gov.au

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- If you have forgotten your password, click on 'Forgot my Password' and follow the instructions.
 - You can choose to add a Collaborator, someone that can help you with your application. They will need to provide you with their email address. You can vary a Collaborator's level of read and/or write access to your application.
 - If you are having trouble receiving emails from SurveyMonkey Apply, check that noreply@mail.smapply.net has been added as a safe sender on your email inbox.

How do I apply?

Applications are completed online.

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

Application process

1. **Task:** Review the Contact Information Form and update details if needed.
2. **Task:** Returning Applicant – Youth Development Scholarship Application form
 - You will need to complete a pre-eligibility questionnaire.
 - If you do not meet the criteria, you will receive a notification that you will not be able to progress any further.
 - If you have answered incorrectly, contact the Scholarships team to reset your application. Do not create another account.
 - If you need to change any details on the form, click on the 3 dots (...) on the top right corner of the Application Form and select edit.
3. **Task:** Out of Home Care (OOHC) (this only applies to OOHC applicants)
 - If you live in OOHC this means your primary care giver is not a biological parent. You are currently placed, or have previously been placed, with an OOHC provider due to government agency intervention. This includes:
 - authorised and supported kinship care arrangements
 - short-term, long-term or foster care provided by a government and/or nongovernment organization cases where adoption has taken place after an initial period of OOHC.
 - You will need to upload at least one of the following acceptable evidence:
 - a copy of the Children's Court Care Order, or
 - a letter from DCJ or the OOHC Designated Agency verifying statutory or supported care (e.g. a copy of a Confirmation of Placement). The letter must:
 - be written on appropriate letterhead
 - include the name and date of birth of the applicant (young person)
 - include the date of placement
 - be signed and indicate the position of the author.
 - other documents that show you are in OOHC or on a leaving care plan (15-25 years old).
4. **Task:** Confirmation of Enrolment
 - If you are studying at TAFE, university or doing an apprenticeship or traineeship you will need to upload a Confirmation of Enrolment or an Acceptance to study letter. A letter of offer will also be accepted in the interim but will need confirmation of enrolment during the review process.
 - If you are completing an apprenticeship or traineeship through a Registered Training Organisation (RTO) you must provide a signed contract agreement from the training provider.
 - If you are being home schooled, you will need to upload a Certificate of Home Schooling Registration.

5. Task: Electronic Funds Transfer (EFT)

- If you are doing tertiary studies or home schooled, DCJ will pay the funds into your bank account.
- Download the EFT form, complete, sign and return to the Scholarships team.

Submitting your application

Make sure the following tasks are complete:

- Contact Information form
- Returning Applicant - Scholarship Application form
- Task: Out-of-home Care (*this applies to OOHC applicants*)
- Task: Confirmation of Enrolment (*this applies to TAFE, OTEN, Pathways, university, apprenticeship/traineeship or home schooled applicants*)
- Task: Electronic Funds Transfer Form (*this applies to TAFE, OTEN, Pathways, university, apprenticeship/traineeship or home schooled applicants*)

What happens once I've submitted my application?

You will receive an email from SurveyMonkey Apply noreply@mail.smapply.net confirming that your application has been submitted. Contact the Scholarships team if you do not receive a confirmation email.

You will receive another email to advise that your application has been reviewed and you were successful in getting another year of scholarships.

How will I receive funds?

For students in Year 11 or 12 at high school:

DCJ will pay the scholarship funds to your school to administer on your behalf. You will need to discuss with your school how the funds will be spent. You have until the end of the school year to spend the funds.

For students in tertiary studies or home schooled:

DCJ will pay the scholarship funds directly into your bank account. You will need to retain receipts and keep a record of expenditure.

Where can I find out more information?

- Visit our website dcjnsw.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@facns.nsw.gov.au