

Fact Sheet for Returning Applicants 2024

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 2024 school year.

If you have received a DCJ scholarship between school academic years 2017 to 2023, you may be eligible to re-apply for a scholarship if you meet the eligibility requirements for this year.

Am I eligible to re-apply for a Youth Development Scholarship?

You are eligible to re-apply if you are studying at one of the following in 2024:

- Year 11 or 12 at a NSW high school or equivalent at TAFE or a VET subject at school; or
- 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 registered training provider; or
- home schooling and able to provide a Certificate of Home Schooling Registration.

You must also be either a social housing client or living in out-of-home care. This can include:

- living in public housing, including Aboriginal housing
- being on the NSW Housing Register (wait list)
- receiving a private rental subsidy from DCJ (not Centrelink)
- living in community housing/Aboriginal community housing
- living in housing provided by a Local Aboriginal Land Council
- living in supported, crisis or temporary accommodation
- living in statutory, supported or voluntary out-of-home care.

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.

How much is the Youth Development Scholarship?

Each scholarship for the 2024 school year is \$1000 (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 your study 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
- textbooks, workbooks, study guides
- course related equipment, materials and clothing
- sporting equipment
- stationery
- computer desktop, laptop, tablet, Chromebook
- printer, scanner, USB drive, cables, smart drives
- computer software and license
- internet access
- study furniture (e.g., desk, chair)

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)

Note: The scholarship funds cannot be used to purchase mobile phones, smart watches, gaming headphones and other wireless communication devices.

How do I apply?

Visit dcjnsw.info/scholarships to access the SurveyMonkey Apply application link. The application link will be activated at 9am, 16 October 2023.

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@dcj.nsw.gov.au
- 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.

For students studying at high school and returning

Select the Returning High School program if you are studying Year 11 or 12 at high school or HSC equivalent at TAFE in 2024. This also applies to home schooled applicants.

Open: 9.00 am on Monday, 16 October 2023

Close: 5.00 pm on Friday, 16 February 2024

For students studying at tertiary level

Select the Returning Tertiary program if you are studying at TAFE, university or doing an apprenticeship or traineeship in 2024.

Open: 9.00 am on Monday, 16 October 2023

Close: 5.00 pm on Friday, 8 March 2024

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 that are relevant to you are complete:

- Contact Information form
- Returning Applicant - Scholarship Application form
- Task: Out-of-Home Care
- Task: Confirmation of Enrolment
- Task: Electronic Funds Transfer Form

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/scholarships
- 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@dcj.nsw.gov.au