

Application for Student Loan

Student Connect

The information on this form is collected for the primary purpose of assessing your application for a student loan from Federation University Australia. Other purposes of collection include communicating with you or your guarantor, coordinating, administering and managing the student loan and de-identified statistical analysis. If you do not complete all questions on this form, it may not be possible for us to assess the application, which could result in a delay or rejection. You have a right to access personal information that Federation University Australia holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University's Privacy Officer by email privacyofficer@federation.edu.au or visit http://policy.federation.edu.au/university/general/information_privacy/ch01.php

Note: you must attend an appointment with the Student Financial Support Officer to discuss financial support before completing this application form.

When completing the details on this form please PRINT clearly.

1. Personal Details

Student ID Number		Date of Birth		Title	
Family Name					
Given Names					
Semester Address					
				Postcode	
Permanent Address					
				Postcode	
Contact Phone Number(s)					
Email address					
Number of dependents		Age of dependents			
Australian Citizen	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Permanent resident	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Next of kin: Name					
Relationship to you					
Address					
				Postcode	
Contact Phone Number(s)					

2. Details of current enrolment

Program Name					
Current year of study		Initial year of enrolment			
Mode of study	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> On-campus	<input type="checkbox"/> Off-campus (Online Learning)	
Number of enrolled units		Anticipated completion	Semester:	Year:	

3. Reason and amount of loan requested

Please outline the reasons you require a student loan and the manner in which you intend to use it:

Loan amount requested (\$)	

Application for Student Loan

Student Connect

4. Preferred Payment Method

EFT <input type="checkbox"/>	Please complete the Banking Details Form
Cheque <input type="checkbox"/>	Payable to:

5. Current Federation University Australia Loans

Do you have a current student loan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, year taken out		Loan Number	
Amount borrowed		Amount Outstanding	\$
Reason for loan			

6. Document Checklist

1. Application for Student Loan (completed and signed);
2. Loan Agreement form (completed and signed);
3. Budget Planner (available from Student Financial Support Officer)
4. Student Card and Driver Licence or valid Passport (photocopy front and back)
5. Proof of financial hardship and income (minimum 2 months bank statements/ pay slips / Centrelink advice)
6. Banking Details form (completed and signed)
7. Others (Bills / Supporting letters) – if applicable
8. Guarantor form (completed and signed) – if applicable
9. Proof of enrolment

Note: you are required to provide relevant documentation to support this application. Relevant documents (such as rental agreement, bank statement, etc.) will be photocopied and returned to you.

7. Proposed payment schedule

While enrolled, I propose repayment by instalment as set out below:

First Instalment of	\$	Due on	___ / ___ / _____
And thereafter	\$	Per:	<input type="checkbox"/> Fortnight <input type="checkbox"/> Month
I propose to repay the loan in full on or by ___ / ___ / _____			

8. Guarantor

Only complete this section if you are applying for a loan over \$1000.00

Name			
Address			Postcode
Contact Phone Number(s)			
Occupation			
Relationship to you			
Is the Guarantor an Australian Citizen?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Is the Guarantor a Permanent resident of Australia?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Note: The Guarantor will be required to sign a separate legal document in the presence of a witness and must provide proof of identity with current address details. If the guarantor is not an Australian Citizen, proof of permanent residency is required (i.e. passport or naturalisation papers).

Student Connect

9. Applicant Declaration

I declare that all the above information is true and correct and that if my loan application is approved, I will use the money as detailed in Section 3 above.

Signed:

Date:

Please forward your completed application form to the relevant campus below:

Gippsland Campus

Student Financial Support Officer
Student Connect
Federation University Australia
Gippsland Campus
Building 3N102
Churchill VIC 3842

Other FedUni Campuses

Student Financial Support Officer
Student Connect
Federation University Australia
Mt Helen Campus
PO Box 663
Mt Helen VIC 3353

10. Office Use Only

Student Financial Support Officer

Reviewed by Student Financial Support Officer: Yes No

Comments:

Name:

Signed:

Date:

Approval

\$0 - \$1000

Coordinator, Counselling (or nominee)
or
Manager, Student Connect (or nominee)

Approved: Yes No

Comments:

Name:

Signed:

Date:

\$1001 - \$2000

Coordinator, Counselling (or nominee)
and
Manager, Student Connect (or nominee)

Approved: Yes No

Comments:

Name:

Signed:

Date:

Entered: **myFinance** / **mySC** (circle as appropriate)

Yes No

Name:

Date:

Notes:

Student Financial Assistance – Student Loan

Introduction

The purpose of Federation University Australia Student Financial Assistance Fund is to provide financial support to eligible students who are experiencing financial hardship which is adversely affecting their education. The main criteria for student loans are the demonstration of a genuine need and the capacity for continued study may be in jeopardy due to financial hardship.

A student loan will not be provided for the payment of the following University costs:

- Commonwealth supported place (CSP) charges
- TAFE or Higher Education tuition fees, material fees or ancillary fees
- Student Services and Amenities Fee (SSAF)
- student visa charges (for International students)
- holiday expenses (recreational travel)
- any debt incurred before enrolling at the University
- credit card or loan debts
- purchasing vehicles
- fines and penalties
- costs associated with moving into on-campus student residences

Eligibility criteria

The Student Financial Support Officer will review the student's eligibility as per the Student Financial Assistance Policy and Procedure. Any student applying for \$0 - \$2,000 loan must:

- be currently enrolled in an award program at FedUni;
- be over 18 years;
- be able to demonstrate that you are experiencing financial difficulties;
- demonstrate an ability to make regular repayments;
- have no outstanding student loans;

If students are applying for a \$1,001 - \$2,000 loan they must also:

- have successfully completed at least one semester of study at Federation University Australia; and
- provide details of a guarantor.