

## ABSTUDY Pensioner Education Supplement

### Important information



You can submit a claim for ABSTUDY Pensioner Education Supplement over the phone by calling us on **1800 132 317**.

### When to use this form

Use this form if you are claiming ABSTUDY Pensioner Education Supplement for Aboriginal and Torres Strait Islander Australian students.

This is an additional payment for Aboriginal or Torres Strait Islander Australian customers receiving certain pensions or benefits who are doing full-time study or are eligible for a workload concession with education expenses.

Use this form if you are claiming one of the following:

- Parenting Payment – if you are a single principal carer
- Carer Payment
- Disability Support Pension
- Special Benefit – if you are a single parent
- Widow Allowance
- Defence Widow(er) Pension – if you have a dependent child
- Invalidity Service Pension
- Partner Service Pension – if your partner receives an Invalidity Service Pension
- War Widow(er) Pension – if you have a dependent child
- Income Support Supplement
- Partner Service Pension in combination with Carer Allowance (from us)
- Special Rate Disability Pension – if you have a dependent child
- Compensation under the Military Rehabilitation and Compensation Act – if you have a dependent child.

If you are a single principal carer receiving JobSeeker Payment who wishes to study a new course, ABSTUDY Pensioner Education Supplement is not available but you can claim Pensioner Education Supplement instead.

For more information about Pensioner Education Supplement, go to [servicessaustralia.gov.au/pensionereducation](http://servicessaustralia.gov.au/pensionereducation)

**Keep this Notes Booklet (pages 1 to 7) for your information.**

## For more information



Go to [servicesaustralia.gov.au/abstudy](http://servicesaustralia.gov.au/abstudy) or visit one of our service centres.

Call us on **1800 132 317**.

We can translate documents you need for your claim for free.

To speak to us in your language, call **131 202**.

Call charges may apply.

If you have a hearing or speech impairment you can contact the **TTY service** Freecall™ **1800 810 586**. A TTY phone is required to use this service.

## Contents

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<b>ABSTUDY Pensioner Education Supplement</b>	<b>3</b>
ABSTUDY allowances	3
Other ABSTUDY claims	3
Commencement dates	3
<b>Question information</b>	<b>3</b>
PART C – Study details	4
PART D – Student circumstances	6
<b>Changes you must tell us about</b>	<b>7</b>
<b>Other payments, concessions and help</b>	<b>7</b>

### ABSTUDY allowances

ABSTUDY is only for Aboriginal and Torres Strait Islander Australian peoples. If there is any doubt about your identity as an Aboriginal or Torres Strait Islander Australian, you may be asked to provide proof.

Eligibility for the different ABSTUDY allowances depends on your study load, type of study and circumstances.

The following allowances are for full-time students, including students eligible for a study load concession:

- Pensioner Education Supplement
- Additional Incidentals Allowance, if tertiary.

The following allowances are for full-time and part-time students:

- Incidentals Allowance
- Fares Allowance
- Away from Base assistance.

Full-time Masters and PhD students, but not concessional study load students, also may be eligible for:

- Relocation Allowance
- Thesis Allowance
- payment of compulsory course fees or student contribution for Commonwealth Supported Places (previously known as HECS).

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### Other ABSTUDY claims

Doing a selection test/interview – use the **Claim for ABSTUDY Allowances and Part-time Award (SY021)** form.

Part-time student/Incidentals Allowance – use the **Claim for ABSTUDY Allowances and Part-time Award (SY021)** form.

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### Commencement dates

The day your payment starts from depends on:

- the day you claim
- whether you lodge your claim by 31 March (or 31 July for semester 2) or within 4 weeks of becoming eligible for the Pensioner Education Supplement
- the date your course commences.

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## Question information

### Question 11: Other government assistance for study

You cannot be assisted by more than one type of government education or training scheme at the one time. If you tick 'Yes' to this question, you may not be eligible for ABSTUDY assistance. There are exceptions for some state or territory government scholarships where you are not an employee of the government agency awarding the scholarship. An employee of a government department or agency who is on a cadetship or scholarship provided by that department or agency is not normally eligible for ABSTUDY.

You should compare entitlements available under the different schemes so you can choose the one which will assist you the best.

A **full-time** apprentice or trainee is one whose ordinary hours of employment, including the training component, are the same or longer than the usual hours of employment of an apprentice or trainee in the industry or occupation. **Full-time** apprentices or trainees doing apprenticeships in accordance with a training agreement are not eligible for ABSTUDY Pensioner Education Supplement. Although there is no entitlement to ABSTUDY Incidentals Allowance, this form can be used to claim the Incidentals Allowance.

**Part-time** apprentices or trainees doing apprenticeships in accordance with a training agreement have no entitlement to any allowance under the ABSTUDY scheme.

**PART C –  
Study details**

**Question 23: Proof of enrolment**

You will need to provide proof of enrolment from the institution if you are doing one of these courses:

- higher education course not at a university
- vocational education and training course at a TAFE or higher education institution
- secondary course at a TAFE or higher education institution or any course at a private education provider, and
- you have not previously claimed ABSTUDY for these courses, or you are starting a new course.

You must provide a copy of the notice you were given by your institution **within 14 days** of starting studies. Payments cannot continue after this time if you do not provide proof.

School students and students in a higher education course at a university do not need to provide proof of enrolment.

**Question 25: Proof of full-time study in a distance education course**

If you are studying a course which does not have attendance requirements except a secondary distance education course for school aged students, such as mixed mode or competency based training courses, you must provide proof of your study load to receive entitlements for full-time studies and you must be eligible for a study loan concession. Acceptable proof is a timetable giving dates when assignments are due and modules that must be completed. This is not required for student contribution for Commonwealth Supported Places (previously known as HECS).

**Question 28 and 29: Full-time study**

The table below defines a full-time study load:

Student type	Full-time definition
secondary school or college students	what the school considers full-time study
secondary students at a Vocational and Technical Education (VTE) institution or studying by correspondence	enrolled in at least 3/4 (or 75 – 100%) of the course's standard full-time study or work load*
tertiary students in a Commonwealth Supported Place (previously known as HECS)	course has an Equivalent Full-time Student Load (EFTSL) of 0.375 or more in a teaching period**
tertiary students studying at a Vocational and Technical Education (VTE) institution or not paying a student contribution for a Commonwealth supported place, including study by correspondence	enrolled in at least 3/4 (or 75 – 100%) of the course's standard full-time study or work load*
study through Open Universities Australia or Open Learning Australia	registered for at least 2 university level units or for VTE study modules equivalent to at least 160 hours in a study period

\* a standard full-time study or work load is the number of hours, subjects or credit points (as appropriate) that are undertaken by a typical full-time student in your year of study in your course. In some cases, you may not be considered full-time for ABSTUDY even though your institution sees you as full-time.

\*\* Teaching Period 1 is the first 6 months of the year and Teaching Period 2 is the second 6 months of the year. Units with a census date before 1 July fall within Teaching Period 1 and units on or after the 1 July fall within Teaching Period 2.

External students are strongly advised to check with us that:

- your annual study load is full-time and complies with the ABSTUDY Pensioner Education Supplement study load rules
- adequate progress is being made throughout the year so that you cannot be deemed on the basis of progress to be doing less than a full-time study load.

Failure to have or to complete a full-time study load will result in a debt.

*Continued*

If you are not sure whether you are a full-time student or eligible for a study load concession under the ABSTUDY definition, or you are a part-time student, provide a list of your subjects. You cannot include tutorial assistance sessions funded by the Department of Education, Indigenous Tutorial Assistance Scheme.

**Each student's study details will be checked with their institution.**

If you change the course or subjects you will be studying, contact us with your new details. Any change could affect your status as a full-time student and result in a debt, which will need to be paid back.

**Question 28: Study load concessions**

You may be eligible for ABSTUDY Pensioner Education Supplement if one of the following study load concessions applies:

- you have a substantial physical, intellectual or psychiatric disability and you are studying at least  $\frac{1}{4}$  (25%) of the normal full-time study load for your course. If you do not receive a Disability Support Pension, Invalidity Service Pension or Invalidity Income Supplement, include a certificate from a specialist describing your situation
- you are a single parent, carer or disability pensioner and you are studying at least  $\frac{1}{4}$  (25%) of the normal full-time study load for your course. You must be receiving one of the following pensions to be eligible:
  - a Parenting Payment (Single), Disability Support Pension or Carer Payment
  - a Department of Veterans' Affairs Carer Service Pension, Invalidity Service Pension, Invalidity Income Support Supplement
  - you have a dependent child under 16 years of age and you receive the Defence Widow(er) or War Widow(er) Pension or Widow Allowance
  - you are caring for someone with a disability and receive a Partner Service Pension from the Department of Veterans' Affairs and Carer Allowance from us
- you are studying at least  $\frac{2}{3}$  (66.7%) of the normal full-time study load and can show one of the following situations:
  - you have no choice because of your course requirements
  - you have been directed in writing by the academic registrar or equivalent officer of your institution that you must take a lighter study load, or
  - you have been recommended to take a lighter study load for specified academic or vocational reasons. This concession only applies for a maximum of 6 months. Your study load for the balance of the year must be at least  $\frac{3}{4}$  (75%) of the normal full-time study load
- you are studying a bridging course or a supplementary program concurrently with an associated course, such as a degree course, because of your study needs. The 2 associated courses must together make up a study load of at least 75%. This concession also applies if you are studying less than a .375% per semester Equivalent Full-time Student Load (EFTSL) in a course which leads into a degree course and you are classified by your institution as full-time
- you are ill or injured and you are unable to maintain a full-time study load in a tertiary or TAFE course. This initially applies for an 8 week period but may be extended further in some circumstances. Contact us to find out what documentation is required to verify this.

Part-time pensioner students who are not eligible for a study load concession may be eligible for assistance under the ABSTUDY Part-time Award.

**Question 29: Limits on assistance**

There are limits on assistance to study certificate 1 and 2 courses, undergraduate bachelor degree courses as well as postgraduate degree courses at Masters and Doctorate level.

When calculating the limit of assistance, all time spent in a course of the same study level for which ABSTUDY Living Allowance and/or Pensioner Education Supplement was received must be declared and counted, regardless of the study load. When a student has met or exceeded the limits, ABSTUDY is no longer payable.

ABSTUDY is limited to a total of 4 years for any combination of study in certificate 1 or 2 level courses.

*Continued*

ABSTUDY is payable for 1 undergraduate bachelor degree course, including Honours, Masters qualifying year(s), combined degrees and/or prerequisite studies and 2 postgraduate degrees. However, a first degree will not be counted if it is a recognised prerequisite to another degree course, and extra time may be given if the institution required a student to do another degree course before accepting them into the current course. See notes about 'reasonable time' below.

Students should check with us to find out if they are eligible for assistance to study a second undergraduate degree or a third postgraduate degree.

#### **Question 30: Reasonable time to complete course**

Students are allowed a 'reasonable time' to complete a course.

For courses which are 2 years or less, a reasonable time for completing the course is twice the normal course length. For courses which are more than 2 years, a reasonable time for completing the course is the normal course length plus 2 years. Students may be approved for ABSTUDY for up to 1 extra year if they have a disability, an illness or something else beyond their control has happened and they can prove their circumstances.

Where students have been accepted into a mainstream Bachelor degree course because their institution required them to complete a degree beforehand as an alternative entry requirement, the reasonable time rules for degree study can be extended by up to 2 additional years.

If the student's first degree course is a mandatory prerequisite, that is, the usual or compulsory requirement for entry into another degree course, it is not taken into account when calculating reasonable time.

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## **PART D – Student circumstances**

#### **Question 31: Living away from home**

Living away from home to study means you are staying somewhere other than where you would normally live. Living away from home can mean that you are boarding in another person's home, boarding at a hostel or residential college, living alone or sharing a house, flat or caravan with friends or other students.

#### **Question 31: Approval of Fares Allowance**

There are restrictions on the payment of Fares Allowance for students living away from home. For example, if you are a secondary student, you will not get Fares Allowance for interstate travel unless:

- your home is near a border and it is more appropriate for you to study at a close interstate location
- interstate travel is more cost effective than travelling within your own state or territory, or
- there are no boarding places in your home state or territory.

If you are a tertiary student doing an enabling certificate or similar course, you will not be approved for Fares Allowance for interstate travel unless that type of course is not available in your state or territory. You can be approved for Fares Allowance to travel within your state or territory.

#### **Question 34: Residential costs option for tertiary students**

ABSTUDY can pay your residential costs if you are a tertiary student approved for away from home entitlements such as Fares Allowance and you are living in a residential college attached to a university or in a hostel. These are paid direct to the college or hostel. If you take up this option you will not get the Pensioner Education Supplement for the periods you are living in residence.

Compare your entitlement with residential charges, excluding refundable bonds, before you make your decision. You should check whether all meals will be provided by the college or hostel. You are not entitled to meal allowance for meals not provided by the college or hostel or other ABSTUDY assistance in addition to the residential costs.

Your college or hostel can give you the dates for which residential charges will be made. If you do not know the dates now, you can provide them later, but you must give the details to us before you start your course.

### When to contact us

You must tell us when things change to avoid getting a debt. If you do not tell us when a change occurs, for example, you are paid income, or you provide false or misleading information, you have to pay all or some of the money back.

After you claim ABSTUDY Pensioner Education Supplement, you must tell us **within 14 days** if any of your circumstances change.

All changes in circumstances you must tell us about can be found at [servicesaustralia.gov.au/notifychanges](https://servicesaustralia.gov.au/notifychanges)

To tell us of changes, call us on **1800 132 317**.

## Other payments, concessions and help

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If you receive a payment, there are other payments, concessions and help you may be eligible for. For more information, go to [servicesaustralia.gov.au/servicefinder](https://servicesaustralia.gov.au/servicefinder)

### Centrepay

Centrepay is a voluntary bill-paying service which is free for Centrelink customers. Use Centrepay to arrange regular deductions from your Centrelink payment to pay bills and expenses like rent, gas, electricity, water, phone and other household costs. You can start or change a deduction at any time. The quickest way to do this is through your Centrelink account online.

For more information, go to [servicesaustralia.gov.au/centrepay](https://servicesaustralia.gov.au/centrepay)

### Community Engagement Officers

These officers can help you:

- manage your income support and other business with us
- link with government and community services for assistance and other support.

They provide Centrelink services in locations like mental health facilities, general crisis or support services, specialist accommodation services, youth services, drug and alcohol services, family and domestic violence services, and organised meeting places.

For more information, go to [servicesaustralia.gov.au/communityofficer](https://servicesaustralia.gov.au/communityofficer)

### Health Care Card

A Health Care Card provides you access to pharmaceutical medications listed under the Pharmaceutical Benefits Scheme at a reduced cost. You **may** also receive other concessions provided by state and territory governments.

### Indigenous Services Officers

These officers are located in some of our service centres. We also have interpreters who speak Aboriginal or Torres Strait Islander languages and teams who visit and help remote communities.

### Mobility Allowance

Mobility Allowance provides help to people with disabilities who are doing voluntary work, paid work, vocational training, or any combination of these and cannot use public transport without extra help. There does not need to be public transport in the person's area to qualify.

Mobility Allowance helps with the extra costs of travel.

For more information, go to [servicesaustralia.gov.au/mobilityallowance](https://servicesaustralia.gov.au/mobilityallowance)

### Remote Area Allowance

Remote Area Allowance is an additional payment for customers living in remote areas. It recognises that many customers who do not pay tax, or very little tax, do not get the full benefit of tax zone rebates. Remote Area Allowance makes a contribution towards some of the costs associated with living in particularly remote areas.

For more information, go to [servicesaustralia.gov.au/remoteallowance](https://servicesaustralia.gov.au/remoteallowance)

### Social Workers

We have professional social workers in our service centres and smart centres throughout Australia. Social workers can offer you personal counselling and support in difficult times, such as domestic and family violence, severe financial hardship, homelessness, loss and bereavement. They can refer you to other services and programs like housing, health, emergency relief, legal and/or counselling services and support groups.

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## Important information



You can submit a claim for ABSTUDY Pensioner Education Supplement over the phone by calling us on **1800 132 317**.

## When to use this form

Use this form if you are claiming ABSTUDY Pensioner Education Supplement for Aboriginal and Torres Strait Islander Australian students.

This is an additional payment for Aboriginal or Torres Strait Islander Australian customers receiving certain pensions or benefits who are doing full-time study or are eligible for a workload concession with education expenses.

The **Information you need to know about your claim for ABSTUDY Pensioner Education Supplement** will be referred to as the **Notes Booklet**.

## Commencement dates

See the information about commencement dates for payment of ABSTUDY Pensioner Education Supplement and closing dates for claims on page 3 of the **Notes Booklet**. This advises when you need to lodge your claim to make sure you are paid from the earliest date possible.

You must lodge your form **within 13 weeks** of the closing date to make sure you are paid from the earliest date possible. You should provide any additional documents **within 14 days** of returning your form.

## Online services



You can upload this form, with any supporting documents, online.

For more information about how to access an online account or how to lodge documents online, go to **[servicesaustralia.gov.au/centrelinkuploaddocs](https://servicesaustralia.gov.au/centrelinkuploaddocs)**

**Filling in this form**

You can complete this form on your computer, print and sign it.

If you have a printed form:

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this  **Go to 1** skip to the question number shown.

**1** Do you need an interpreter when dealing with us?

This includes an interpreter for people who have a hearing or speech impairment.

To speak to us in your language, call **131 202**.

No  **Go to 4**

Yes  **Go to next question**

**2** What is your preferred spoken language?

**3** What is your preferred written language?

**4** **Read** this before answering the following question.

You are considered to be an Aboriginal or Torres Strait Islander person for ABSTUDY purposes, if:

- you are of Australian Aboriginal or Torres Strait Islander descent, and
- you identify as an Australian Aboriginal or Torres Strait Islander, and
- you are accepted as such by the community in which you live or have lived.

Are you an Australian Aboriginal or Torres Strait Islander person?


If you are both Aboriginal and Torres Strait Islander, tick both 'Yes' boxes.

No   You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes – Aboriginal  **Go to next question**

Yes – Torres Strait Islander  **Go to next question**

**5** Are you an Australian citizen?

No   You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes  Country of birth

Date of citizenship (if not born in Australia)

**6** Are you currently getting, or will you get a Centrelink pension, benefit, payment or allowance or a pension from the Department of Veterans' Affairs?

As listed on the front page of the **Notes Booklet**.

No   You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes  Name of payment

Centrelink Reference Number (if known)

Veterans' Affairs Reference Number (if known)

Payment date

**7** Are you getting, or will you get, JobSeeker Payment or Youth Allowance (job seeker)?

No  **Go to 11**

Yes  **Go to next question**

**8** Before the grant of your JobSeeker Payment or Youth Allowance (job seeker), were you receiving Parenting Payment Single or Disability Support Pension?

No   You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes  **Go to next question**

**9** Were you receiving ABSTUDY Pensioner Education Supplement while on Parenting Payment Single or Disability Support Pension?

No   You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes  **Go to next question**

**10** Have you received ABSTUDY Pensioner Education Supplement payment in the last 14 days?

No   You **are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

Yes  **Go to next question**



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11 Do you, or will you, receive other government assistance for study or training?

See page 3 of the **Notes Booklet**.

No  Go to next question

Yes  Tick which payment applies:

**Tick one only**

A full-time apprenticeship/traineeship



**You are not eligible** for ABSTUDY Pensioner Education Supplement. Call us on **1800 132 317**.

A cadetship/scholarship



Provide a copy of documentary evidence.

Go to next question

Veterans' Children Education Scheme  Go to next question

Assistance for Isolated Children (AIC)  Go to next question

Youth Allowance  Go to next question

Austudy  Go to next question

Living away from Home Allowance for an Australian Apprenticeship  Go to next question

Any other assistance  Give details below

.....  
.....  
.....

Go to next question

**PART A – Personal details**

12 Your name

Mr  Mrs  Ms  Miss  Other

Family name

.....

First given name

.....

Second given name

.....

13 Have you been known by any other name(s)?

**Include:**

- name at birth
- name before marriage
- previous married name
- Aboriginal, tribal or skin name
- alias
- adoptive name
- foster name.

No  Go to next question

Yes  Give details below

**1** Other name

.....  
.....

Type of name (for example, name at birth)

.....

**2** Other name

.....  
.....

Type of name (for example, Aboriginal/Islander name)

.....

If you need more space, provide a separate sheet with details.

14 Your gender

Male

Female

15 Your date of birth

..... / ..... / .....

**16** Your permanent address

Postcode

**17** Your postal address (if different to above)

Postcode

**18** Will you have a semester/term address?

No  Go to next question

Yes  Give your semester/term address.

Do **not** give a PO Box.

Postcode

**19** Read this before answering the following question.

Providing a mobile phone number or an email address means you may receive SMS or emails from us. To read the terms and conditions, go to [servicesaustralia.gov.au/em](http://servicesaustralia.gov.au/em)

Your contact details

Home phone number ( )

Is this a silent number? No  Yes

Mobile phone number

Is this a silent number? No  Yes

Semester/term phone number ( )

Work phone number ( )

Alternative phone number ( )

Email

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**PART B – Payment details**

**20** Where do you want your payment made?

The account must be in your name. A joint account is acceptable.

Payments cannot be made into an account used exclusively for funding from the National Disability Insurance Scheme.

Name of bank, building society or credit union

Branch number (BSB)

Account number  
(this may not be your card number)

Account held in the name(s) of


**PART C – Study details**


**21** Are you returning to study after a break of more than one semester?

No  Go to 23

Yes  Go to next question

**22** When was your last day of study?

/   /
-------

 If the break in study was due to circumstances beyond your control, provide a statement telling us why.

**23** What are your **current** study details?



You may need to provide proof that you have enrolled in the course named in this question **within 14 days** of the course start date, except if you are a school student or a student in a higher education course at a university.

See page 4 of the **Notes Booklet**.

**1 Education institution/course**

Name of school/ Australian college and campus

Your student identification number

Exact course title (for example, School Studies, Bachelor of Arts)

Course code

Year/stage of course (for example, Year 11, 1st year, B.Sc.)

**When will you be studying the course?**

Start date

End date

**Full course period**

Official start date

Official end date

**2 Education institution/course**

Name of school/ Australian college and campus

Your student identification number

Exact course title (for example, School Studies, Bachelor of Arts)

Course code

Year/stage of course (for example, Year 11, 1st year, B.Sc.)

**When will you be studying the course?**

Start date

End date

**Full course period**

Official start date

Official end date

If you need more space, provide a separate sheet with details.

**24** How long will you be studying?

**Tick one only**

More than one year  Give details

years	months
-------	--------

Full school/academic year

Study in the following semesters  Semester 1

Semester 2

Semester 3

Study in the following terms  Term 1

Term 2

Term 3

Term 4

Other  Give dates

From

To

**25** Are you, or will you be, studying externally by distance education or correspondence?

This is when you study at home or in your community instead of attending classes at an education institution except when attending a residential school.

No  Go to next question

Yes  You will need to provide proof of the full-time study. See page 4 of the **Notes Booklet**.

**26** Are you doing your course through flexible learning or study at your own pace enrolment?

Flexible learning and study at your own pace courses, allow a part-time or full-time student to study subjects one at a time instead of having to study all subjects over a whole term or semester.


No

Yes

27 Are you a full-time secondary school student, including a student enrolled in a secondary distance education institution?

No  Go to next question

Not sure

 If you are not sure if your course is full-time or part-time, provide a copy of a list of your subjects and we will assess your study load.

▶ Go to 29

Yes  Go to 31


28 Read this before answering the following question.

The definition of full-time study is based on your course, not the time you spend studying. For the ABSTUDY definition of full-time study, see page 4 of the **Notes Booklet**.

A student (other than a secondary school student) is classified as full-time or part-time on the basis of their study load compared to the course's normal full-time study load and whether a study load concession applies.

See page 5 of the **Notes Booklet** for study load concessions.

Provide your study load details below

 If you are a secondary school student, including a student enrolled in a secondary distance education institution, provide a copy of a statement from your school or institution about the reasons for being a part-time student.

### Semester 1

Percentage of the full-time study load in your course

75 – 100%


66 – 74%

50 – 65%

25 – 49%

0 – 24%

Not sure

 If you are not sure of the full-time study load in your course, provide a copy of a list of your subjects and we will assess your study load.

### Semester 2

Percentage of the full-time study load in your course

75 – 100%


66 – 74%

50 – 65%

25 – 49%

0 – 24%

Not sure

 If you are not sure of the full-time study load in your course, provide a copy of a list of your subjects and we will assess your study load.

29 Have you **completed** an undergraduate or postgraduate degree course?

See page 5 of the **Notes Booklet** for limits on assistance to study Certificate I and II courses and degree courses.

No  Go to next question

Yes  Give details of the courses completed in the last 10 years.

1 Name of Institution/Campus  
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

2 Name of Institution/Campus  
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

3 Name of Institution/Campus  
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

4 Name of Institution/Campus  
(for example, Melbourne University)

Name of course (for example, Bachelor of Arts)

If you need more space, provide a separate sheet with details.

**30** Have you attempted or completed any other non-school study, including any previous study so far, in the course you are doing now?

See page 6 of the **Notes Booklet** for time allowed to complete course.

No  Go to next question

Yes  Give details below.

**You must list every year of study in the past 10 years.**

### Current course(s)

<b>1</b> Year (for example, 2019)	Year/stage (for example, 2nd year)
<input type="text"/>	<input type="text"/>
Name of institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

<b>2</b> Year (for example, 2019)	Year/stage (for example, 2nd year)
<input type="text"/>	<input type="text"/>
Name of institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

<b>3</b> Year (for example, 2019)	Year/stage (for example, 2nd year)
<input type="text"/>	<input type="text"/>
Name of institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

If you need more space, provide a separate sheet with details.

*Continued*

### Other course(s)

<b>1</b> Year (for example, 2015)	Year/stage (for example, 1st year)
<input type="text"/>	<input type="text"/>
Name of Institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

<b>2</b> Year (for example, 2015)	Year/stage (for example, 1st year)
<input type="text"/>	<input type="text"/>
Name of Institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

<b>3</b> Year (for example, 2015)	Year/stage (for example, 1st year)
<input type="text"/>	<input type="text"/>
Name of Institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

<b>4</b> Year (for example, 2015)	Year/stage (for example, 1st year)
<input type="text"/>	<input type="text"/>
Name of Institution (for example, Canberra CIT)	
<input type="text"/>	
Name of course (for example, Associate Diploma in Hospitality)	
<input type="text"/>	
Semester 1	Semester 2
Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>	Full-time <input type="checkbox"/> Part-time <input type="checkbox"/>

If you need more space, provide a separate sheet with details.

**PART D – Student circumstances**

**31** Will you be living away from home to study?

See page 6 of the **Notes Booklet** about living away from home and approval of Fares Allowance.

No  **Go to 35**


Yes  *Go to next question*

**32** What is your address while studying?

.....  
.....  
Postcode

**33** Will you have dependent children travelling with you?

No  *Go to next question*


Yes   Provide the details of dependent children travelling with you.

**34** Do you want your residential costs paid instead of getting the Pensioner Education Supplement while you are living in a residential college or hostel?

This is for tertiary students and students doing approved studies of at least one year's duration at a university. See page 6 of the **Notes Booklet**.

No  *Go to next question*

Yes  Give the first date you will be living in residence

 You must provide us with the date(s) you will be living in residence before you start your course.

Date not yet known  You must provide us with the dates as soon as they are available.

**PART E – Information on this claim**

**35** Did any other person help you complete this claim?

No  *Go to next question*

Yes  Give their details below

Person's name

.....  
.....

Their phone number

**36** Do you wish to arrange for another person or organisation to make limited enquiries only, as authorised by you, about your payment/service?

No  *Go to next question*

Yes  Give details below

Details of your partner/parent/guardian or another person. This will help us to identify the person to whom you allow information to be given. You can change this authority at any time.

Person's name / Name of organisation

.....  
.....

Their relationship to you (for example, parent, friend or assistance by an organisation)

Their phone number

Their date of birth (if applicable)

Their address

.....  
.....  
Postcode

**37** Do you want to authorise another person or organisation to make enquiries, get payments and/or act on your behalf?

No  *Go to next question*

Yes   You can do this online or fill in and return an **Authorising a person or organisation to enquire or act on your behalf (SS313)** form. If you want to do this online, use your Centrelink online account. If you want a form or more information about nominee arrangements, go to **servicesaustralia.gov.au/nominees**



## PART F – Checklist

**38** Which of the following forms and/or documents are you providing with this form?

Where you are asked to supply documents, provide original documents. In some circumstances copies may be accepted as detailed in the below checklist.

If you are not sure, check the question to see if you should provide documents.

Copy of documents with details of a cadetship/scholarship (If required at <b>question 11</b> )	<input type="checkbox"/>
Copy of statement with reasons for break in study (If required at <b>question 22</b> )	<input type="checkbox"/>
Copy of proof of enrolment in current study (If required at <b>question 23</b> )	<input type="checkbox"/>
Copy of proof of full-time study (If you answered Yes at <b>question 25</b> )	<input type="checkbox"/>
Copy of statement with a list of your subjects (If answered Not sure at <b>question 27</b> )	<input type="checkbox"/>
Copy of statement from your school about being a part-time student (If you answered <b>question 28</b> )	<input type="checkbox"/>
Copy of statement with a list of your subjects (If answered Not sure at <b>question 28</b> )	<input type="checkbox"/>
Copy of details of dependent children travelling with you (If you answered Yes at <b>question 33</b> )	<input type="checkbox"/>
Copy of statement with dates you will be living in residence (If you answered Yes, and if known, at <b>question 34</b> )	<input type="checkbox"/>
<b>Authorising a person or organisation to enquire or act on your behalf (SS313) form</b> (if you answered Yes at <b>question 37</b> )	<input type="checkbox"/>

## PART G – Privacy notice

**39** You need to read this

### Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We need to collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to [servicesaustralia.gov.au/privacy](http://servicesaustralia.gov.au/privacy)

## PART H – Declaration

**40** I declare that:

- I am of Aboriginal or Torres Strait Islander Australian descent, and
- I identify myself as an Aboriginal or Torres Strait Islander Australian, and
- I am accepted as such by the community in which I live or have lived.
- the information I have provided in this form is complete and correct.

I understand that:

- Centrelink may collect my personal information from third parties, including other government agencies, to ensure payment accuracy.
- I must notify Centrelink of any changes to this information **within 14 days** of the change(s) occurring.
- giving false or misleading information is a serious offence.

Signature

Date

/ /

### Important information

If you are paid any ABSTUDY that you are not entitled to, you will have to pay it back. An overpayment is usually paid back by reducing your remaining ABSTUDY entitlement. If you are not entitled to any more ABSTUDY, you will have to pay back the debt direct to Services Australia. There are penalties for providing false or misleading information.

### Returning this form

Return this form and any supporting documents:

- **online** (excluding identity documents) using your Centrelink online account. For more information, go to [servicesaustralia.gov.au/centrelinkuploaddocs](http://servicesaustralia.gov.au/centrelinkuploaddocs)
- by post to  
Services Australia  
Student Services  
PO Box 7804  
CANBERRA BC ACT 2610
- in person at one of our service centres, if you are unable to use your Centrelink online account.

OFFICE USE ONLY

Assessor's signature

Lagon ID

Date

/ /