

POSTGRADUATE SPECIALISATION SCHOLARSHIP APPLICATION FORM 2010



IT IS RECOMMENDED THAT YOU CHECK ELIGIBILITY REQUIREMENTS
BEFORE COMPLETING THIS FORM

ELIGIBILITY FOR DEPARTMENT OF HEALTH (DOH) SCHOLARSHIPS

- You must be a registered nurse, midwife or nurse practitioner currently working within the Western Australian public health industry.
- You must have a minimum of 12 months post registration experience at the closing time of the application.
- You must have confirmation of enrolment, at a Western Australian university, for units you plan to study in 1st and 2nd semesters 2010. Failure to provide this by the closing date will disqualify you from receiving a scholarship.
- You must be an Australian citizen or permanent resident of Australia currently residing in Western Australia.
- If the demand for the scholarships exceeds funding, priority will be given to nurses and midwives with greater than two (2) years post-registration experience as a registered nurse/midwife.

CONDITIONS OF SCHOLARSHIPS

- The course is an educational program that leads to a recognised postgraduate qualification in nursing/midwifery, i.e. postgraduate diploma, postgraduate certificate or Masters.
- Scholarships will be awarded to nurses/midwives working within the Western Australian Public Health System.
- Applicants may only apply for one DOH scholarship in each round of offers.
- These scholarships are for study in the year 2010.
- Funding is for 1 study year only; applicants who plan to continue to study in the following year need to reapply if further funding is sought.
- Funding is not retrospective and is only available for studies commencing in 2010.
- Evidence of nursing experience will need to be provided with application e.g. work history page from your CV, employment records etc.

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- Funds awarded are intended to assist with postgraduate *payment of course fees only*.
- Funding received from any other source must be stated in the application and *may* be taken into account in the assessment.
- The Nursing and Midwifery Office is to be *notified in writing of the following*:
 - Of your results at the **end of each semester** and at the completion of the program/course - this can be a downloaded document not necessarily an academic transcript;
 - If enrolment details alter from the original application e.g. withdrawal, deferment, change in course, or change from full-time to part-time study;
 - Change of personal details e.g. name/address/phone/email; and
- Full or partial repayment of scholarship funding may be required after review of individual circumstances.
 - If you do not complete the course or units of study for which you received funding e.g. due to withdrawal or failure.

VALUE

The value of scholarships awarded varies according to the workforce area of need, the cost of the course and the number of successful applicants.

PLEASE NOTE

These scholarships do not provide financial assistance for nurses and midwives who plan to attend seminars, workshops or conferences.

COMMONWEALTH SUPPORT:

IF YOUR COURSE ATTRACTS COMMONWEALTH SUPPORT, IT IS YOUR RESPONSIBILITY TO APPLY FOR THIS. THE NURSING & MIDWIFERY OFFICE WILL ONLY COVER THE COST OF THE STUDENT CONTRIBUTION.

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PERSONAL DETAILS

Surname: _____ First Name: _____ Title: _____

Address: _____

Suburb: _____ State: _____ Post Code: _____

Contact Numbers (home): _____ (mobile): _____

Email Address: _____

NMBWA Registration Number: _____

Date of Birth _____

Are you an Australian Citizen? Yes No

Are you a permanent resident of Australia? Yes No

FUNDING

Have you received DOH funding in past 5 years? Yes No

If yes, please provide details of the value(s), the date(s) and the type.

Department of Health: Year: _____ AUD\$: _____

Year: _____ AUD\$: _____

Will you receive Commonwealth assistance for this course? Yes No

Have you applied for, or received funding from any other source? Yes No

If yes, please give details of the source, and the amounts requested or received:

Other Source: _____ Year: _____ AUD\$: _____

Other Source: _____ Year: _____ AUD\$: _____



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COURSE DETAILS

Name of Course: _____

Institution: _____

Location: _____

Student Number (If known): _____ Full Time Part Time External

UNITS FOR STUDY IN 2010

List the units, the unit code, the credit point value and AUD\$ cost/unit for study in 2010:

List of units for study in 2010	Unit Code	Credit Points	AUD\$ Cost

Month commencing study: _____

Expected Course Completion Date: Month: _____ Year: _____

Please provide any further information or comments you would like to add in support of this application.



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ACADEMIC QUALIFICATIONS

Qualification obtained	Institution/University	Year of study	
		From	To

EMPLOYMENT DETAILS

Please give details of your current employment:

Employer: _____

Address: _____

Current position held: _____

Permanent Contract Date Commenced: _____

Full time Part time Hours per fortnight: _____

How many years post registration experience will you have at close of applications? _____

PLEASE LIST YOUR LAST TWO EMPLOYERS IN CHRONOLOGICAL ORDER

Employer (identify state or country if not WA)	Position held and brief description of duties	Year of study	
		From	To



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PROFESSIONAL REFEREES

Referee 1

Name: _____

Organisation: _____

Position Title: _____

Email (if available): _____

Telephone: _____

Referee 2

Name: _____

Organisation: _____

Position Title: _____

Email (if available): _____

Telephone: _____

STATEMENT OF INTENT

I declare that the information supplied by me for this application is true and accurate in every particular. I acknowledge that any statement, which is found to be false or deliberately misleading, will void this application.

Signature: _____ Date: _____

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TO COMPLETE YOUR APPLICATION

Post this application form and the following documents/information to reach the Nursing and Midwifery Office by 12 midday on the 24th December 2009.

NOTE: Incomplete applications will not be considered.
Late or faxed applications will not be considered.

1. Covering Letter.
2. **Certified** copy of current registration with the Nurses and Midwives Board of Western Australia.
3. You must have confirmation of enrolment, at a Western Australian university, for units you plan to study in 1st and 2nd semesters 2010. Failure to provide this by the closing date will disqualify you from receiving a scholarship.
4. Results from previous semesters (if applicable).
5. **Certified** copy of your citizenship papers (birth certificate/passport) or permanent residency detail.
6. **Certified** copy of documents supporting any name change.
7. Proof of post registration nursing or midwifery experience, i.e. work history page from your CV.

Note: Failure to have appropriate documents correctly certified will exclude you from the scholarship. (*Guidelines for certification follow this document*)

Marked: PRIVATE AND CONFIDENTIAL
Nursing and Midwifery Office
Postgraduate Specialisation Scholarships
Department of Health
PO Box 8172 Perth Business Centre
Western Australia 6849

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SCHOLARSHIP PROCESSES

Please contact the Nursing and Midwifery Office on **(08) 9222 4075** if you have any questions.

SELECTION PROCESS

A selection panel will award all scholarships. The selection panel's decisions are final and no correspondence will be entered into.

If feedback is sought please contact the Nursing and Midwifery Office by telephone:
(08) 9222 4075.

SCHOLARSHIP OFFERS AND PAYMENT

Processing the applications may take up to eight (8) weeks from the closing date. You will be notified by mail as to the outcome of your application.

COURSE WITHDRAWAL/AMENDMENT

Successful applicants, who withdraw from their course or alter their study load during this time, must notify the Nursing and Midwifery Office within seven (7) days. Full or partial repayment of scholarship funding may be required after review of individual circumstances.

USE OF SCHOLARSHIP FUNDING

Scholarship funding is provided to assist with **payment of course fees.**

Receipts are not required to be forwarded to the Nursing and Midwifery Office, however the applicant should retain these for tax purposes.

APPLICANTS ARE ADVISED TO SEEK FINANCIAL ADVICE REGARDING THE TAX IMPLICATIONS OF RECEIVING SUCH A SCHOLARSHIP. LEGISLATION PROVIDES TAX EXEMPTION FOR FULL TIME STUDENTS ONLY www.ato.gov.au

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CERTIFICATION GUIDELINES

CERTIFICATION MUST BE SIGNED BY ANY OF THE FOLLOWING STATING

“I CERTIFY THAT THIS IS A TRUE COPY OF THE ORIGINAL”

- A Commissioner of Declarations
- Justice of the Peace
- A registered nurse/midwife
- The chief executive officer or deputy chief executive officer of a local government
- A member of the council of a local government
- An Electoral Registrar appointed under the *Electoral Act 1907*
- A person appointed to take charge of a post office in the state
- An officer of the State or Commonwealth public service
- A teacher within the meaning of the *Education Act 1928*
- A police officer
- A person appointed to take charge of the head or any branch office of a society within the meaning of the *Building Societies Act 1976* or a credit union within the meaning of the *Credit Unions Act 1979*
- A secretary of an organisation of employees or employers registered under the *Industrial Relations Act of 1978* or of a organisation registered under the *Conciliation and Arbitration Act 1904* of the Commonwealth
- A practitioner within the meaning of the *Legal Practitioners Act 1893*
- A medical practitioner registered under the *Medical Act 1894*
- A pharmaceutical chemist within the meaning of the *Pharmacy Act 1964*
- A member of the academic staff of an institution providing courses at post-secondary education level
- The holder of a licence under the *Real Estate and Business Agents Act 1978* or the *Settlement Agents Act 1981*
- An insurance broker registered under the *Insurance (Agents and Brokers) Act 1984* of the Commonwealth
- A person who is accredited as a chartered accountant or a certified practising accountant
- A surveyor licensed under the *Licenses Surveyors Act 1909*
- A patent attorney registered under the *Patents Act 1990* of the Commonwealth