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**Australia Awards Scholarships Application (Sample)**

**Instructions:**

**All applications must be lodged online, this application form is a sample only**

**Before completing the application form, you must read the Australia Awards Scholarships Intake 2025 Brochure and Australia Awards Scholarships Policy Handbook available on** [**www.australiaawardslaos.org**](http://www.australiaawardslaos.org)

**Application dates:**

**For study commencing in Australia in 2025:**

**Opening date: 1 February 2024**

**Closing date 30 April 2024 (23:59 Canberra Time or 20:59 Laos Time)**

**The application process:­**

**For information on how to apply online and the supporting documents required, please refer to AAS Laos Intake 2025 Brochure on**

[**www.australiaawardslaos.org**](http://www.australiaawardslaos.org)

**Online applications:**

**All applications must be lodged online through** [**https://oasis.dfat.gov.au**](https://oasis.dfat.gov.au)

**When applying online, all supporting documents must be uploaded to meet the specific eligibility requirements for Laos.**

**We strongly advise applicants to apply online well before the closing date. The online application facility (OASIS) experiences**

**peak usage in the days leading up to the closing date, and applicants may experience delays.**

**For those who have no access to the internet and/or people living with a disability who need help to apply, kindly contact our Awards Team at the Laos Australia Institute (contact details on page 2).**

* **You must complete all fields marked with an \*.**
* **This application must be completed in English.**
* **For “Yes” or “No” questions, indicate your response with an “X” in the appropriate box.**
* **DO NOT send this application to universities or other institutions in Australia.**
* **Australia Awards Laos brochure includes a list of Australian tertiary education institutions that may host awardees. Course of study information is available directly from the institutions’ websites or the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) website (see below). You must research course-specific requirements on the institution’s website.**

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* **You may provide two preferences for courses of study. You should consider two institutions rather than two courses at the same institution, just in case you do not meet the admissibility requirements of the first institution. However, your application will be assessed against your first preference.**
* **If your application is successful, you will be required to sign a contract with the Commonwealth of Australia and be bound by the conditions of the scholarship. A full list of the conditions is contained in the Australia Awards Scholarships Policy Handbook. Please note that DFAT reserves the right to change these conditions at any time.**
* **Submitting an application does not guarantee that you will receive a scholarship.**

### **Useful websites**

**Australia Awards Laos:** [**https://australiaawardslaos.org/**](https://australiaawardslaos.org/)

**Australia Awards:** [**www.australiaawards.gov.au**](http://www.australiaawards.gov.au)

**DFAT:** [**http://dfat.gov.au/pages/default.aspx**](http://dfat.gov.au/pages/default.aspx)

**Visas – Department of Immigration and Border Protection:** [**http://www.border.gov.au**](http://www.border.gov.au)

**Studying in Australia:** [**http://www.studyinaustralia.gov.au**](http://www.studyinaustralia.gov.au)

**CRICOS: <http://cricos.education.gov.au>**

**IELTS:** [**http://www.ielts.org**](http://www.ielts.org)

**Contact details**

**Australia Awards — Laos**

**Address: Laos Australia Institute**

**Foreign Languages Resource Centre Building,**

**Vientiane Capital, Lao PDR**

**Phone: (856) 21 265 721, (856) 21 265 722**

**Email:** [**Infoawards@laosaustraliainstitute.org**](mailto:Infoawards@laosaustraliainstitute.org)

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# **Australia Awards Scholarships Application (Sample)**

# **Section One: Personal details**

**Details given in this section must match your passport, birth certificate, or other official identification documents.**

**Note: If you have only one name, enter it in both fields.**

**\* Denotes mandatory field**

* **Title\* Mr or Mrs or Ms or Miss or Dr or Other (Please specify)**
* **Family name\***
* **Given names\***
* **Date of birth\* (date-month-year)**
* **Place of birth\* (State or province)**
* **Gender\* Male or Female or Other (Indeterminate or Intersex or Unspecified)**
* **Ethnic group (optional)**
* **Country of citizenship\***
* **You must be a citizen of one of the eligible participating countries.**
* **Do you have dual citizenship? \* Yes or No**
* **2nd country of citizenship (if applicable)**
* **Note: If you are a citizen of Cook Islands, Niue or Tokelau and are entitled to hold a New Zealand passport, please do not list New Zealand as your first or second country of Citizenship.**
* **Which country are you living in now? \***
* **Have you applied, or are you intending to apply, for permanent residency or citizenship in Australia or New Zealand?\* Yes or No**
* **National Identity Number**
* **Note: Provide if applicable to your country.\***
* **Passport no. (provide if you have a passport).\* Issue date and Expiry date**

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## **Section Two: Contact details\* Residential address**

## **Please check that your contact details are correct. If you cannot be contacted, your application will not proceed. \*Denotes mandatory field.**

* **Address line 1**
* **Address line 2**
* **Address line 3**
* **Town or City**
* **Postal code (if any)**
* **State or Province**
* **Country**

**Mailing address:**

**Provide details only if different from your current residential address.**

* **Address line 1**
* **Address line 2**
* **Address line 3**
* **Town or City**
* **Postal code (if any)**
* **State or Province**
* **Country**

**Phone and email Provide at least one contact number.**

* **Home phone number**
* **Mobile number**
* **Primary Email**
* **Work phone number**
* **Fax**
* **Alternate Email**

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**Section Three:** **Spouse Details**

**If you have dependants (spouse and/or children under 18 years of age only), provide their details even if they will not accompany you to Australia. A spouse is the person you are married to or a de facto partner (including same-sex partners).**

**Note: Scholarships do not provide financial support for accompanying dependants. You can get information on your responsibilities for your dependants, should they live with you in Australia during your scholarship, from the Department of Immigration and Border Protection website or by contacting the institution where you want to study.**

* **Not applicable**
* **Family name\***
* **Given names\***

**Note: Provide family name and other names as they appear in your spouse’s birth certificate, passport or other official identification document\***

* **Date of birth\* Date-month-year**
* **Gender\* Male or Female**
* **Passport no. (Provide if spouse has a passport\*) Issue date and Expiry date**
* **Country of citizenship\***
* **Will your spouse accompany you to Australia? \* Yes or No**

**Section Four:** **Children details (attach a separate list if there is not enough space)**

**Provide details of any dependent children and indicate if they will join you in Australia.**

**A dependent child is your, or your spouse/partner’s child or stepchild who is not married or engaged to be married or in a de facto relationship and has not turned 18 years of age.**

**Note: Scholarships do not provide financial support for dependants accompanying you to Australia.**

**Information on your responsibilities for any children that will live with you in Australia during your scholarship can be obtained from the Australian**

**Government Department of Immigration and Border Protection website or by contacting the institution where you want to study.**

* **Not applicable**

**Child 1**

* **Family name\***
* **Given names\***
* **Date of birth\* date-month-year**
* **Gender\* Male or Female**
* **Passport no. (Provide if the child has a passport\*) Issue date and Expiry date**
* **Will this child accompany you to Australia?\* Yes or No**

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**Section Four:** **Children details (continued)**

**Child 2**

* **Family name\***
* **Given names\***
* **Date of birth\* date-month-year**
* **Gender\* Male or Female**
* **Passport no. (Provide if the child has a passport\*) Issue date and Expiry date**
* **Will this child accompany you to Australia?\* Yes or No**

**Child 3**

* **Family name\***
* **Given names\***
* **Date of birth\* date-month-year**
* **Gender\* Male or Female**
* **Passport no. (Provide if the child has a passport\*) Issue date and Expiry date**
* **Will this child accompany you to Australia?\* Yes or No**

**Child 4**

* **Family name\***
* **Given names\***
* **Date of birth\* date-month-year**
* **Gender\* Male or Female**
* **Passport no. (Provide if the child has a passport\*) Issue date and Expiry date**
* **Will this child accompany you to Australia?\* Yes or No**

**Child 5**

* **Family name\***
* **Given names\***
* **Date of birth\* date-month-year**
* **Gender\* Male or Female**
* **Passport no. (Provide if the child has a passport\*) Issue date and Expiry date**
* **Will this child accompany you to Australia?\* Yes or No**

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**Section Five:** **Emergency Contact details**

**Provide details of a person who can be contacted in case of an emergency. This may be a relative or a friend. \* Denotes mandatory field**

* **Title\* Mr or Mrs or Ms or Miss or Dr or Other (Please specify)**
* **Family name\***
* **Given name\***
* **Gender\* Male or Female**
* **Relationship to you\***
* **Home phone\***
* **Work phone**
* **Mobile phone**
* **Fax (if any)**
* **Email 1**
* **Email 2**
* **Address line 1**
* **Address line 2**
* **Address line 3**
* **Town or City**
* **State or Province**
* **Postal code (if any)**
* **Country**

**Note: Please check that the contact details are correct**

**Section Six:** **Previous scholarships(attach a separate list if there is not enough space)**

**Only include details of tertiary education scholarships or fellowships.**

**Do not enter details if the scholarship did not lead to a formal qualification.**

* **Have you previously been awarded a scholarship or a fellowship?\* Yes or No**

**1. Scholarship or fellowship title**

* **Start date**
* **End date**
* **Qualification (if applicable)**
* **Institution**
* **Country**

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**2. Scholarship or fellowship title**

* **Start date**
* **End date**
* **Qualification (if applicable)**
* **Institution**
* **Country**

**Section seven: Scholarship applications**

* **What other scholarships are you going to apply for this year? Note: Applying for more than one scholarship does not make you ineligible to apply for a scholarship.**
* **Have you previously applied for a DFAT (formerly AusAID) scholarship but were unsuccessful? \* Yes or No**
* **If ‘Yes’, in which years did you apply and were you interviewed?**

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**Section Eight: Proposed study**

**DFAT will consider offering you a scholarship only if your course of study will contribute to the development needs of your country. A list of priority fields is available in the relevant country or regional profile on the DFAT website (http://dfat.gov.au/people-to-people/australia-awards/Pages/participating-countries.aspx).**

**DFAT’s website includes a full list of Australian institutions that are eligible to host Awardees. You need to decide which institution you want to attend and choose an appropriate course. To find out about the content of specific courses, you need to research the individual institution's website.**

**You should choose two preferences. You are encouraged to choose two different institutions rather than two different courses at the same institution. If your application for your first preference is unsuccessful, DFAT will forward your application to your second choice of institution. The CRICOS code for your course can be found on the Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS) Website** [**http://cricos.education.gov.au/**](http://cricos.education.gov.au/)

**\* Denotes mandatory field**

**Preference 1**

* **CRICOS code\***
* **Course title\***
* **Institution\***
* **Type of study (e.g. Coursework, Research, Combination) \***
* **Level of study (e.g. Bachelor, Masters, PhD)\***
* **Course duration (weeks)\***
* **Institution’s minimum English language proficiency required for the course (IELTS, TOEFL or PTE Academic)\***

**Proposed study(continued)**

**Preference 2**

* **CRICOS code\***
* **Course title\***
* **Institution\***
* **Type of study (e.g. Coursework, Research, Combination) \***
* **Level of study (e.g. Bachelor, Masters, PhD)\***
* **Course duration (weeks)\***
* **Institution’s minimum English language proficiency required for the course (IELTS, TOEFL or PTE Academic)\***

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## **Research proposal details (research applicants only):**

**Complete this section if the studies will be by Research or a combination of Research and Coursework**

**(e.g. Doctorate or Masters by Research). Otherwise proceed to part nine.**

**Answers should be concise but sufficient to explain the nature of your research proposal to the selection panel. Please note word limits. Anything over this limit will not be considered.**

**\* Denotes mandatory field**

* **Not applicable**
* **Research title\***
* **Objectives (1,000 characters limit)\***
* **Significance and possible application of your proposed research to your country’s development   
  (1,000 characters limit)\***
* **Proposed research method (approximately 1,000 characters limit)\***
* **Research proposal details (continued):**
* **Does your proposed research include fieldwork?\* Yes or No or Not sure**
* **If `Yes’ please provide a description of the fieldwork you will be undertaking (3,000 characters limit).**
* **What is the duration of your proposed fieldwork in weeks? (if known)**
* **Proposed supervisor could be one or more.**
* **Where do you propose to undertake the fieldwork?**

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**Section Nine: Qualifications\***

**List qualifications (whether complete or not) by level of study, starting with the highest.**

**If you have not completed your studies please list your anticipated end date. One certified copy of any complete or incomplete official transcripts, certificates and certified copies of English Language translations must be included with each application form. Any documents not in English must be translated. Add an extra page if there is insufficient space.**

**\* Denotes mandatory field**

**1. Qualification name**

* **Level of study: Secondary (High School) or Vocational/technical or Undergraduate or Postgraduate.**
* **Name of institution**
* **Country**
* **State or Province**
* **Language of instruction**
* **Status: Complete or Pending results or Incomplete**
* **Start date and End date**

**2. Qualification name**

* **Level of study: Secondary (High School) or Vocational/technical or Undergraduate or Postgraduate.**
* **Name of institution**
* **Country**
* **State or Province**
* **Language of instruction**
* **Status: Complete or Pending results or Incomplete**
* **Start date and End date**

**3. Qualification name**

* **Level of study: Secondary (High School) or Vocational/technical or Undergraduate or Postgraduate.**
* **Name of institution**
* **Country**
* **State or Province**
* **Language of instruction**
* **Status: Complete or Pending results or Incomplete**
* **Start date and End date**

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**Section Ten: English language details\***

**Refer to the Australia Awards Scholarships Policy Handbook, Country Profile and the institution for specific English Language requirements.**

**\* Denotes mandatory field**

* **Is English your first language? Yes or No**
* **If `Yes’ go to next section. If `No’ answer the following questions:**
* **Was English the language of your highest level of study? Yes or No**
* **If `Yes’, provide a statement from the institution verifying the language of instruction.**
* **Have you taken an IELTS, TOEFL, or PTE Academic? Yes or No If `Yes’, provide the test results.**
* **Test name (IELTS, TOEFL or PTE Academic)**
* **Date test taken**
* **Overall Score**
* **Reading Score**
* **Writing Score**
* **Listening Score**
* **Speaking Score**
* **If ‘No’, when do you expect to complete the test? Please provide expected date and Type of the test**

**Section Eleven: Computer Literacy\***

**Please answer the following questions to the best of your ability. This will assist Australian institutions to decide whether to provide additional tuition.**

**\* Denotes mandatory field**

* **Are you computer literate? Yes or No**
* **How regularly do you use a PC/computer? Daily or Weekly or Monthly or Occasionally**
* **Do you have experience with the following software?**
* **Word processing software (e.g. Word)? Yes or No**
* **Spreadsheet software  
  (e.g. Excel)? Yes or No**
* **Database software  
  (e.g. Access)? Yes or No**
* **Operating systems  
  (e.g. Windows 2000)? Yes or No**
* **Presentation software  
  (e.g.PowerPoint)? Yes or No**
* **Email software (e.g. Outlook)? Yes or No**
* **Internet browsers (e.g. Internet Explorer) Yes or No**
* **Statistical packages (e.g. SPSS or Minilab) Yes or No**

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**Section Twelve: Computer training details**

* **Course name 1**
* **Start date and end date**
* **Course name 2**
* **Start date and end date**
* **Not applicable**

**Section Thirteen: Current employment**

**Current employment may include work experience and voluntary work. Please enter ‘Not Applicable’ in the ‘Position Title’ if you are not currently employed.**

**\* Denotes mandatory field**

* **Are you currently employed? Yes or No**

**If ‘Yes’, please provide details below**

* **Position title\***
* **Organisation name\***
* **Organisation address**
* **Date commenced\***
* **Sector or organization type\* Government/public or NGO /civil society or Private**
* **Current duties and responsibilities (500 characters limit\*)**
* **Do you intend to return to this organization after your scholarship in Australia?\* \* Denotes mandatory field, Yes or No**
* **If ‘Yes’, how will this scholarship contribute to the organization’s human resource development needs? (500 characters limit)\***
* **If ‘No’, what are your plans when you finish your studies? (500 characters limit)\***

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**Section Fourteen: Previous relevant employment**

**Only provide previous employment that is relevant to your application. Employment history should also include work experience, community work, and voluntary work.**

**1. Previous position**

* **Position title**
* **Organisation name**
* **Organisation address**
* **Start date and End date**
* **Duties/responsibilities (500 characters limit)**

**Previous relevant employment(continued)**

**2. Previous position**

* **Position title**
* **Organisation name**
* **Organisation address**
* **Start date and End date**
* **Duties/responsibilities (500 characters limit)**

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**Section Fifteen: Supporting statement\***

**Limit your answers to 2,000 characters per question. Please note character limits. Anything over this limit will not be considered.**

**\*Denotes mandatory field**

1. **Why did you choose your proposed course and institution?\***
2. **How will the proposed study contribute to your career?**

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**Supporting statement(continued)\***

1. **How have you contributed to solving a challenge and to implementing change or reform?\* (Be specific and include: what aspect/s of your leadership knowledge, skills and practice you consider to be well established and effective; which people or organizations you worked with to solve the problem; and what creative methods were used.)**
2. **Please**

**a) give up to three practical examples of how you intend to use the knowledge, skills, and connections you will gain from your scholarship. Possible tasks can be personal and/or professional; and\***

**b) list any possible constraints you think may prevent you from achieving these tasks.\***

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**5. Please indicate the development theme that is most relevant to your application, even though it may be relevant to more than one.\* choose from the following:**

* **Disability**
* **Disaster risk reduction**
* **Economic growth**
* **Education**
* **Environment**
* **Food security**
* **Gender equality**
* **Governance**
* **Infrastructure**
* **Regional stability**
* **Rural development**
* **Agriculture and fisheries**
* **Water & sanitation**
* **Health - HIV AIDS – pandemics**

**6. Do you currently have any connection or relationship to any staff employed at DFAT Posts or with DFAT’s managing contractors?\* \* Denotes mandatory field, Yes or No, If `Yes’ please specify.**

**7. Are you subject to any criminal or civil proceedings that are currently awaiting legal action?\* \* Denotes mandatory field, Yes or No**

**If `Yes’ please specify. Information provided here will not necessarily disqualify you from being considered for a scholarship. Limit your answers to 2,000 characters.**

**8. Have you ever been convicted of an offense in any country (including any conviction which is now removed from official records)\* \* Denotes mandatory field, Yes or No**

**If `Yes’ please provide details of the incident. Information provided here will not necessarily disqualify you from being considered for a scholarship. Limit your answers to 2,000 characters.**

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**9. Do you identify as having a disability\*?**

**\*Under Australian law, disability includes physical, intellectual, psychiatric, sensory, neurological, learning disabilities, physical disfigurement, and the presence in the body of disease-causing organisms (**[**http://www.hreoc.gov.au/disability\_rights/dda\_guide/who/who.html**](http://www.hreoc.gov.au/disability_rights/dda_guide/who/who.html)**)**

**DFAT strongly encourages applications from people with disability who are otherwise eligible for a scholarship. Under the Disability Discrimination Act, Australian education institutions have to provide 'reasonable adjustments' to students with disability to assist access to study. To assess the likely support needs, appropriate assistance, and the capacity of relevant institutions to provide the assistance, awardees with a disability/special need must provide details of the disability and/or special need when they accept their offer. This information is bound by Australian privacy laws and will be disclosed only for the purpose of facilitating an accessible barrier-free learning environment.**

**Modifications to physical or learning environments, including additional educational supports such as sign interpreters and captioning, may be available depending on the relevant Institution's capacity. DFAT will advise the Institution of any special requirements associated with an Awardee so that the Institution can pass these details to the Institution’s Disability Liaison Officer prior to the Awardee arriving on-campus. Where an Institution is not able to provide the assistance requested, other Institutions may be recommended.**

**If yes, please provide details if you require special assistance or equipment to participate in the scholarship selection processes or to live and undertake studies in Australia?**

**Section Sixteen: Professional memberships**

**The associations and organisations of special interest may include community, cultural, political, scientific, professional and/or educational.**

**1. Organisation Name**

* **Start date and End date**
* **Highest position held (if any)**

**2. Organisation Name**

* **Start date and End date**
* **Highest position held (if any)**

**3. Organisation Name**

* **Start date and End date**
* **Highest position held (if any)**

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**Section Seventeen: Communication\***

**Where did you first learn of the Australia Awards? (pick one of the following) \* Denotes mandatory field Organisation Name**

* **DFAT Scholarship recipient**
* **Australia Awards website**
* **DFAT or Managing Contractor’s Office**
* **Friend, relative or colleague**
* **DFAT website**
* **Home institution or university**
* **Alumni Association**
* **Australia Awards Country website**
* **Workplace or nominating authority**
* **Australian Embassy**
* **Australian institution or university (specify below)**
* **Publication, radio, TV (specify below)**
* **Other**

**Section Eighteen: Documentary Evidence**

## **The list of required supporting documents can be found at Australia Awards Scholarships Intake 2024 Brochure.**

## **Please ensure that you submit all of the relevant supporting documents online through OASIS by the closing date.**

**Applicants should note that a failure to provide all of the required documents may lead to the application being deemed ineligible.**

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**Section Nineteen: Applicant’s authorisation, agreement, declaration and signature\***

**Authorisation:**

**DFAT must comply with the *Privacy Act 1988* in relation to the personal information you have provided in this form.**

**By submitting this form I authorise DFAT, or its appointed managing contractor, to access and/or obtain information, including copies of any of my relevant academic records/reports from the education institution(s) that I have attended for the following purposes:**

* **for use in the selection process for an Australia Award**
* **to monitor my academic performance at my host institution while studying under an Australia Award**
* **to brief relevant Australian officials, Ministers and members of Parliament.**

**I consent for DFAT, or its appointed managing contractor, to share this application form and supporting documents with the government of my country of citizenship, if the government is involved in the Australia Awards scholarship selection process.**

**Should I receive an Australia Award I consent:**

**a) to the Australian Government using and disclosing extracts of my application (relating to my academic background and achievements, leadership skills and my proposed study program in Australia) in promotional material in hardcopy and on the Internet. I note that promotional material may include, but is not limited to, media releases and information circulated to DFAT’s offshore Posts and Australian education institutions, concerning the Australia Awards.**

**b) to my personal information and that of my family members and dependants, including sensitive information as defined in the Privacy Act 1988, being collected, handled, used and disclosed by and exchanged between DFAT, other government agencies including Australian immigration authorities, Australian education institutions, partner organisations (including managing contractors and sub-contractors), medical insurers, medical practitioners, case managers, the home government (where applicable) and other parties, in the circumstances outlined, and for the purposes indicated, in the Australia Awards Scholarships Policy Handbook as updated from time to time.**

**I authorise DFAT to disclose the personal information collected in this form to other Australian Government departments and Australian education institutions for the purpose of promoting and managing the Australia Awards.**

**Understanding**

**I understand and confirm that:**

* **I have read and complied with the Scholarships Policy Handbook and that the contents of my application are true and correct**
* **DFAT has the right to vary or reverse any decision regarding a scholarship made on the basis of incorrect or incomplete information**
* **Decisions of the selection panel are final and confidential and no correspondence about outcomes of the selection process will be entered into.**

**Agreement**

**If successful in gaining an Australia Award, I agree that I will:**

* **undergo a police or character check before my Australia Award is confirmed**
* **immediately provide DFAT with details of any incident that may reflect badly on the prestige of an Australia Award**
* **act in a manner befitting a recipient of an Australia Award**
* **use the funds for the purposes granted**
* **acknowledge the assistance given by the Australian Government in any written reports, publications or publicity associated with the Award.**

**Declaration and acknowledgement**

**I declare, in submitting this application form, that the information contained in it and provided in connection with it is true and correct.**

**I acknowledge that giving false or misleading information is a serious offence under the *Criminal Code Act 1995* of the Commonwealth of Australia**