

# Maternal and Child Health Nursing Scholarship

## Applicant Guidelines for the 2019 intake

The Department of Education and Training (DET) administers a Maternal and Child Health (MCH) Nursing Scholarship to assist eligible nursing professionals to complete further education in maternal and child health qualifications to build Victoria's MCH Service nursing workforce.

The scholarships on offer **are up to \$10,000** and intended for nurses registered as both a Division 1 nurse and a midwife and undertaking postgraduate study in maternal and child health nursing.

The scholarship is intended to make a contribution to the course fees, accommodation and travel costs, or childcare costs incurred to support study. Successful applicants with Commonwealth Support Places will receive the outstanding amount of their course fee if it is less than \$10,000.

Applicants of the MCH Nursing Scholarships must have accepted a place or be currently undertaking, one of the following courses currently delivered by La Trobe University or the Royal Melbourne Institute of Technology (RMIT):

- Graduate Diploma in Child, Family and Community Nursing (La Trobe University)
- Graduate Diploma in Child and Family Health Nursing (RMIT)

## Who is eligible for the MCH Nursing Scholarship?

You are eligible to apply if you meet **all** of the following criteria:

- Australian citizenship or permanent residency, or New Zealand citizenship
- current registration as a Division 1 Registered Nurse (without restrictions) with Australian Health Practitioner Regulation Agency (AHPRA)
- current registration as a Midwife (without restrictions) with AHPRA
- current enrolment in one of the above postgraduate courses delivered by La Trobe University or RMIT
- intention to seek employment within the Victorian MCH Service following completion of study.

If you have previously received a MCH Nursing Scholarship from DET but have deferred your studies or are planning to continue with a Masters of Nursing after completing the Graduate Diploma at La Trobe University, you are eligible to re-apply for a scholarship.

It is important that the MCH Nursing workforce reflects the composition of the Victorian community. DET strongly encourages applications from eligible people of any gender identity, age, religion, ethnicity, language, sexual orientation and disability. Priorities for 2019 will be eligible applicants from rural and remote regions, culturally and linguistically diverse backgrounds, including people of Aboriginal and Torres Strait Islander heritage.

## Application Process

The application process is online, and the application form and relevant evidence must be submitted via the online platform. After reading these guidelines, eligible applicants should visit <https://mchscholarship.awardsplatform.com/> to set up an account. This requires the applicant's name, email address and chosen password. You can register your interest in a scholarship and we will send a reminder email to complete your application. **Accounts can only be set up once the application process opens on 3 September 2018.**

**Applicants will then need to provide the following prior to the universities confirming their**

**enrolment as part of their on-line application:**

**1. Contact details**

**2. Evidence of Australian citizenship, Australian permanent residency, or New Zealand citizenship**

A certified copy of one of the following:

- Australian/New Zealand Citizenship certificate
- Australian/New Zealand Passport
- Australian/New Zealand Birth certificate
- evidence of Australian Permanent Residency.

**3. Details of education and professional experience**

- details on relevant courses completed
- professional experience including working with children families.

**4. Certified copies of the following current AHPRA registrations (without restrictions):**

- Division 1 Registered Nurse
- Registered Midwife.

**5. Course details**

- name of course
- name of institution/education provider
- enrolment status – part-time/full-time course
- type of place – e.g. Commonwealth Supported Place or Full-Fee place.

**6. Confirmation of enrolment in 2018.**

**7. Reference**

A written reference from a professional or academic referee. The reference should include:

- the referees contact details
- relationship to applicant
- length of relationship
- why the applicant should receive a scholarship.

**8. Application statement**

*In no more than 500 words, why have you decided to undertake further study to become a Maternal and Child Health nurse?*

Incomplete and incorrect applications will not be considered. Please note that it is important to apply by the deadline; **late applications (even after successful enrolment) will not be accepted.**

**Successful applicants** will be notified in early December and will then be asked to provide the following information before receiving payment:

- evidence of successful enrolment into one of the above mentioned courses

- evidence of payment or deferment of fees (full fee-paying students only) in the form of an official university letter confirming payment and the amount or an official student tax invoice or statement of account for 2018
- evidence that you are a Commonwealth Supported Place student, if applicable.

### Selection Process

Applications will be assessed against the eligibility criteria and the application as well as workforce needs and priorities.

Scholarships will be granted at the discretion of DET and the decision is final.

### Next Steps

<b>The nomination period</b>	Applications open on Monday 3 September 2018
	Applications close on Monday 15 October 2018
<b>The assessment process</b>	Panel assesses applications against the eligibility criteria (October 2018 – November 2018)
<b>Announcement of successful candidates</b>	All applicants will be advised in writing via email whether successful or unsuccessful by early December 2018.
<b>Request for further documentation</b>	Successful applicants will be asked to provide evidence by mid January of successful enrolment into one of the above mentioned courses, evidence of payment or deferment of fees in the form of an official students tax invoice or statement of account for 2019 as well as evidence that you are a Commonwealth Supported Place student (if applicable).
<b>Formal notification</b>	Successful applicants will receive a letter of offer at the beginning of April 2019 and will be required to sign a 'Scholarship Program Agreement' accepting the scholarship conditions.
<b>Payment of scholarships</b>	Successful applicants will receive payment of the scholarship following the university census dates in April 2019.

Successful applicants are responsible for enrolling and paying course fees or HECS-HELP by the due date, and are responsible for debts incurred in the course of study including FEE-HELP and HECS-HELP loans.

For more information about FEE-HELP and HECS-HELP please visit <http://studyassist.gov.au>.

### Scholarship conditions

#### Taxable income

By accepting a scholarship offer, the recipient is accepting the following scholarship conditions:

- The Department is not required to withhold tax (PAYG) from scholarships paid. You may be liable to pay tax on your scholarship. For more information refer to the calculator on the Australian Taxation Office (ATO) website: <https://www.ato.gov.au/Calculators-and-tools/Is-my-scholarship-taxable/>
- Please note that you may be entitled to claim a tax deduction for self-education expenses – for more information please refer to the ATO site at the following link:
- <https://www.ato.gov.au/individuals/income-and-deductions/deductions-you-can-claim/self-education-expenses>

#### Deferment from Course

If a student defers their studies for any reason they must notify DET within one week of the change in study arrangements. All or part of the scholarship money will be required to be returned to DET.

#### Withdrawal from course

Students withdrawing from the course are required to notify DET within one week of withdrawal. All or part of the scholarship money will be required to be returned to the Department.

#### Payment of scholarship funds

Scholarship funding for successful applicants will be paid **directly to the recipient**. It is expected that scholarship recipients will utilise scholarship funds for the purpose outlined in these guidelines. Payments will **not** be made to the universities, nor directly to the ATO on the student's behalf.

Scholarship funds are unable to be released until DET receives **all required documentation**. Scholarships will be reallocated to other applicants if the required documentation is not received by the due date.

**Closing Date for Applications: Monday 15 October 2018**

For further information about the MCH Nursing Scholarships, please email the Nursing Services Unit at [mch@edumail.vic.gov.au](mailto:mch@edumail.vic.gov.au)