

# EARLY CHILDHOOD SCHOLARSHIPS AND INCENTIVES PROGRAM GUIDELINES

Scholarships and incentives are available for people looking to pursue a rewarding career in early childhood education. Those choosing a scholarship or incentive will play an important role in implementing subsidised kindergarten programs for all three-year-old children across Victoria over the next ten years.

Scholarships are available for people looking to become an early childhood teacher through study in a degree or postgraduate qualification. Educators wanting to upskill and take the next step to become degree-qualified are also eligible. People who are already studying an approved bachelor or post-graduate teaching qualification, and commenced from January 2017 onwards, are also eligible to apply.

In addition to the scholarships described above, and to enable more Aboriginal educators to work in kindergarten programs across Victoria, Aboriginal people may apply for a scholarship to study the Certificate III in or Diploma of Early Childhood Education and Care.

Early Childhood Teacher Incentives are available to attract qualified teachers to work in the initial six roll-out local government areas that have subsidised kindergarten programs for three-year-olds. The six roll-out areas are:

- Buloke Shire
- Hindmarsh Shire
- Northern Grampians Shire
- South Gippsland Shire
- Strathbogie Shire
- Yarriambiack Shire

## EARLY CHILDHOOD SCHOLARSHIPS AND EMPLOYMENT MILESTONE PAYMENTS

There are two scholarships and employment milestone payment options that people may apply for:

- **Early childhood scholarships to become a teacher:** This option is available for eligible people wanting to study to become a registered early childhood teacher and work in a Victorian approved centre-based early childhood service.
- **Early childhood Aboriginal pathway scholarships:** This option is available for eligible Aboriginal people wanting to become an early childhood teacher or educator and work in the early childhood sector.

### Early childhood scholarships to become a teacher

Scholarships awarded under the **early childhood scholarships to become a teacher** option are available to support approved bachelor or postgraduate qualifications. The qualification studied must allow the recipient to teach as an early childhood teacher registered with the Victorian

1 These guidelines apply to applications received from 1 July – 31 December 2019 unless updated prior.

Institute of Teaching. For a full list of early childhood education qualifications approved by Australian Children's Education and Care Quality Authority (ACECQA) from Certificate III through to postgraduate qualifications, see: [Approved early childhood qualifications](#).

Recipients will receive up to:

- \$25,000 towards an approved early childhood bachelor degree
- \$12,000 towards an approved early childhood graduate diploma
- \$18,000 towards an approved early childhood masters qualification.

### Early childhood Aboriginal pathway scholarships

Scholarships awarded under the **early childhood Aboriginal pathways scholarships** program option are available to support approved qualifications from Certificate III and Diploma through to degree and postgraduate level qualifications. The qualification studied must allow the recipient to teach either as an early childhood educator or an early childhood teacher (registered with the Victorian Institute of Teaching).

Note that scholarships will not be available for the Certificate III in and Diploma of Early Childhood Education and Care being studied in a TAFE setting once these courses become funded courses through the Free TAFE initiative in 2020. Scholarships for these two qualifications will continue to be available to people studying at non-TAFE registered training organisations. You can find further information about Free TAFE [here](#).

Recipients will receive up to:

- \$2,500 towards the Certificate III in Early Childhood Education and Care
- \$5,000 towards the Diploma of Early Childhood Education and Care
- \$34,000 towards an approved early childhood bachelor degree
- \$16,000 towards an approved early childhood graduate diploma
- \$24,000 towards an approved early childhood masters qualification.

## ADDITIONAL INFORMATION ABOUT EARLY CHILDHOOD SCHOLARSHIPS AND EMPLOYMENT MILESTONE PAYMENTS

### Funding arrangements for scholarships

This financial assistance is designed to support the individual needs of scholarship recipients to complete their studies. This includes contributing to course fees, study materials such as textbooks and accommodation and living expenses to enable study.

Funding will be paid in instalments. Recipients will receive payments as outlined in their agreements in line with specific milestones described as follows:

- **study milestones** include proof of confirmed enrolment into the course and can include graduation from the course.
- **employment milestones** include proof of commencement of employment and can include completing a specified period of employment in a specified early childhood setting.

Payment for each milestone is subject to satisfactory evidence being submitted each year. For example, while studying, a scholarship recipient must submit evidence that they have completed study requirements and remain enrolled.

For milestone payments refer to Appendix 1.

### **Applications process for scholarships and employment milestone payments**

Applications are submitted through an online platform accessed on the Department of Education and Training's (Department's) website and will be assessed within 60 business days of submission. To apply, visit the Department's website and search for 'Early Childhood Scholarships and Incentives.'

If further information is required the assessment timeframe may be longer. The applicant will be advised accordingly about the timeframe for the processing of their application.

Applications will be assessed against those received in the same calendar month. For example, all applications received from 1-31 May 2019 are assessed against each other and those received from 1-30 June 2019 are assessed against each other. The first round for this program will be from 1-31 May 2019.

Applications are assessed against a consistent set of criteria to determine successful recipients.

Unsuccessful applicants may reapply at a later date, however, the same criteria will be applied.

### **Overview of support and conditions for scholarships and employment milestone payments**

At a minimum, the scholarship recipient must successfully complete the required study component in a relevant course approved by the ACECQA. Study can be undertaken on a full-time or part-time basis, although the study component must be completed within the maximum timeframe specified below. To receive employment milestone payments, the recipient must commence employment in an approved role in the early childhood sector within six months of graduating from an approved course.

The amount of financial assistance paid by the Department and the amount of the financial assistance to be repaid by the recipient for failing to complete the course within the required period will be determined by the Department at its sole discretion.

The level of support offered and conditions of the scholarship vary by qualification type and are detailed below:

| Qualification   | Support for students commencing study | Support for students who began study from January 2017 | Maximum length of time to complete the qualification |                                   |
|---|---------------------------------------|--|--|-----------------------------------|
|   |                                       |  | Commencing students                                  | Studied from January 2017 onwards |
| <b>Early childhood scholarships to become a teacher</b> |                                       |  |  |                                   |
| Bachelor degree   | Up to \$25,000                        | Up to \$22,000   | 6 years  | Up to 5 years                     |
| Graduate diploma  | Up to \$12,000                        | Up to \$9,000  | 3 years  | Up to 2 years                     |
| Masters qualification                                   | Up to \$18,000                        | Up to \$15,000   | 4 years  | Up to 3 years                     |
| <b>Early childhood Aboriginal pathway scholarships</b>  |                                       |  |  |                                   |
| Certificate III in Early Childhood Education and Care   | Up to \$2,500                         | Does not apply   | 2 years  | Does not apply                    |
| Diploma of Early Childhood Education and Care           | Up to \$5,000                         | Does not apply   | 3 years  | Does not apply                    |
| Bachelor degree   | Up to \$34,000                        | Up to \$31,000   | 6 years  | Up to 5 years                     |
| Graduate diploma  | Up to \$16,000                        | Up to \$13,000   | 3 years  | Up to 2 years                     |
| Masters qualification                                   | Up to \$24,000                        | Up to \$21,000   | 4 years  | Up to 3 years                     |

## CONSIDERATIONS BEFORE APPLYING FOR A SCHOLARSHIP

### Eligibility

Applicants may be school leavers, career changers and those already working in early childhood who meet the eligibility criteria. Applicants do not have to already be working in the early childhood sector to apply.

Students who have already chosen their career in early childhood and enrolled in an eligible teaching qualification **from January 2017** can also apply for a scholarship. This applies to both bachelor and postgraduate level qualifications.

Those who have commenced an early childhood teaching qualification prior to 1 January 2017 are not eligible to apply.

To apply for a scholarship, you must:

- be an Australian citizen, a New Zealand citizen or the holder of a permanent visa and meet the relevant citizenship and residency requirements
- for all applicants yet to commence a bachelor degree, graduate diploma or masters qualification, have been accepted into a course leading to an approved early childhood teaching qualification

- for Aboriginal applicants studying either the Certificate III in or Diploma of Early Childhood Education and Care, have been accepted into a Victorian TAFE or other compliant registered training organisation
- be enrolled in each unit for course commencement (at a minimum) at your registered training organisation or tertiary institution by the relevant census date, unless otherwise agreed by the Department
- not be receiving any other scholarship or grant from the Department in relation to the course you intend to study
- in the event of having previously withdrawn or been terminated from a scholarship awarded by the Department, have repaid any funds in accordance with the former agreement before applying.

### Eligible courses

For a full list of approved early childhood education qualifications from Certificate III through to postgraduate qualifications, see: [Approved early childhood qualifications](#)

Those studying to become an educator through the Early Childhood Aboriginal pathway component must enrol in CHC30113 Certificate III in Early Childhood Education and Care or CHC50113 Diploma of Early Childhood Education and Care (or the relevant qualifications that supersede these). These applicants are encouraged to consider studying at their local TAFE or alternative compliant registered training organisation approved by the Department.

### Program requirements

Applicants who are offered a scholarship will be required to accept and sign a Scholarship Agreement with the Department that sets out the terms and conditions on which the Department is willing to make the Scholarship available to the applicant. The Scholarship Agreement must be signed and the relevant milestone completed to the reasonable satisfaction of the Department before any funding can be paid to the scholarship recipient.

The Scholarship Agreement will detail the successful applicant's and Department's responsibilities in connection with the scholarship including further detail on the payment structure and the outcomes that must be achieved.

Applicants will be required to notify the Department in the event of a proposed or actual change to their study or employment arrangements.

### Overview of support and conditions for scholarships

At a minimum, the scholarship recipient must successfully complete the required study component in a relevant course approved by the ACECQA. Study can be undertaken on a full-time or part-time basis, although the study component must be completed within the maximum timeframe specified below.

The amount of financial assistance paid in total to a person by the Department and the amount of the financial assistance to be repaid by the recipient for failing to complete the course within the required period will be determined by the Department in its sole discretion. The total amount of funding a person receives or has to repay is based on milestone amounts as shown at Appendix 1.

### Repayment of scholarship and employment milestone payment funding

Recipients that do not complete their qualification within the required timeframe or otherwise breach their obligations in the Scholarship Agreement may be required to repay to the Department part of, or the full amount of, the scholarship funding received.

The scholarship recipient will be responsible for paying all costs associated with the course in excess of the amount of the scholarship amount awarded to the recipient by the Department.

Before applying for a scholarship, applicants should consider their personal financial circumstances and ensure that undertaking the required study will be financially feasible having regard to the relevant applicant's financial circumstances.

### Employment milestone payments

After successful completion of the approved course, scholarship recipients may be eligible for additional milestone payments upon commencing employment and completing minimum continuous periods of employment in the Victorian early childhood sector in an approved role.

Employment is to commence within six months of graduation from an approved course in order to satisfy the first employment milestone payment.

Continuous employment here means meeting the employment and other requirements for the required timeframe as detailed in the Scholarship Agreement. A scholarship recipient may work in successive approved roles at multiple approved services during the relevant timeframe which meet the Department's criteria for scholarship milestones. In all circumstances the Department must be notified of any gaps or changes in employment circumstances, status or location to receive employment milestone payments. For example, this may include evidence of successive fixed term contracts or parental leave taken.

Applicants are solely responsible for arranging their own employment and the Department does not guarantee that scholarship recipients will obtain employment in the early childhood sector.

The Department may also accept service undertaken on a casual basis when determining whether the recipient has successfully met the employment milestone. Generally speaking, casual employment will only be accepted for this purpose where the recipient has, at all times, continued to seek ongoing or fixed term employment. Evidentiary documentation may be required to demonstrate the steps taken by a recipient in this regard.

Details of the employment requirements are below:

| Qualification type                            | Period of continuous employment to receive employment milestone payment   | Required setting                                   | Required role                         |
|---|---|--|---------------------------------------|
| Bachelor degree or postgraduate qualification | First payment made upon commencing employment. Second payment made on commencement of third year of employment after graduation from study. | Victorian centre-based early childhood service(s)* | Early childhood teacher or equivalent |

| Qualification type   | Period of continuous employment to receive employment milestone payment | Required setting                      | Required role                               |
|--|---|---------------------------------------|---|
| Certificate III or Diploma of Early Childhood Education and Care | Once-off payment made after 12 months of continuous employment          | Victorian early childhood setting(s)+ | Early childhood educator or equivalent role |

\*Victorian approved centre-based early childhood service refers to kindergartens and long day care services delivering a kindergarten program. This excludes family day care and outside school hours care services.

+This excludes outside school hours care services.

## EARLY CHILDHOOD TEACHER INCENTIVES

New incentives are being introduced to attract qualified early childhood teachers to work in the initial six roll-out local government areas for subsidised kindergarten programs for three-year-olds. An Early Childhood Teacher Incentive provides up to \$9,000 in funding to a person to teach in one of the following roll-out areas:

- Buloke Shire
- Hindmarsh Shire
- Northern Grampians Shire
- South Gippsland Shire
- Strathbogie Shire
- Yarriambiack Shire.

The incentives are for people appointed to a teaching vacancy in a service that delivers a funded kindergarten program for three-year-old children.

These locations where the incentives apply will change in line with the roll-out of kindergarten for three-year-olds. You will find further information about the roll-out schedule [here](#).

Additional information about Early Childhood Teacher Incentive will be provided in the near future.

## FURTHER CONSIDERATIONS FOR THE EARLY CHILDHOOD SCHOLARSHIPS AND INCENTIVES PROGRAMS

### Tax implications

The receipt of funding may have taxation implications and implications in respect of other Government benefit schemes. This includes, but is not limited to, those administered through Centrelink. Applicants are advised to seek their own independent taxation advice and liaise with relevant organisations to find out about these implications before applying for the Scholarship program.

### Compassionate grounds

Where unforeseen exceptional circumstances have prevented the recipient from completing the course in the required timeframe, the Department may have regard to such exceptional circumstances in determining whether to waive some or all of the recipient's repayment obligation.

Compassionate or compelling circumstances will be assessed by the Department on a case by case basis and evidentiary documentation may be required to support a recipient's request for a waiver of the recipient's repayment obligation.

### **FURTHER INFORMATION**

For information about the Early Childhood Scholarships and Incentives Program and to apply, please visit [www.education.vic.gov.au](http://www.education.vic.gov.au) and search for **early childhood scholarships and incentives**. For further information, applicants can also email [early.years.workforce@edumail.vic.gov.au](mailto:early.years.workforce@edumail.vic.gov.au) or call 1300 651 662



## APPENDIX 1: SCHOLARSHIPS AND INCENTIVES MILESTONE PAYMENTS

### Scholarships study and employment milestone payments

The tables below details funding amounts paid after evidence the study and employment milestones have been achieved. As part of the agreement entered into with the Department, scholarship recipients are required to provide evidence of study and employment on a regular basis between milestones. For example, evidence of successful enrolment each year in a bachelor qualification or a new contract with an employer.

### Higher Education scholarships and employment milestones

| Qualification   | Study milestones                     |            | Employment milestones      |                              | Total value (up to) |
|---|--------------------------------------|------------|----------------------------|------------------------------|---------------------|
|   | Enrolment/<br>on signing<br>contract | Graduation | At start<br>of year<br>one | At start<br>of year<br>three |                     |
| <b>Early childhood scholarships to become a teacher</b> |                                      |            |                            |                              |                     |
| Bachelor degree   | \$6,250                              | \$6,250    | \$6,250                    | \$6,250                      | <b>\$25,000</b>     |
| Bachelor degree (current students)                      | \$3,250                              | \$6,250    | \$6,250                    | \$6,250                      | <b>\$22,000</b>     |
| Graduate diploma  | \$4,000                              | N/A        | \$4,000                    | \$4,000                      | <b>\$12,000</b>     |
| Graduate diploma (current students)                     | \$1,000                              | N/A        | \$4,000                    | \$4,000                      | <b>\$9,000</b>      |
| Masters qualification                                   | \$6,000                              | N/A        | \$6,000                    | \$6,000                      | <b>\$18,000</b>     |
| Masters (current students)                              | \$3,000                              | N/A        | \$6,000                    | \$6,000                      | <b>\$15,000</b>     |
| <b>Early childhood Aboriginal pathway scholarships</b>  |                                      |            |                            |                              |                     |
| Bachelor degree   | \$10,750                             | \$10,750   | \$6,250                    | \$6,250                      | <b>\$34,000</b>     |
| Bachelor degree (current students)                      | \$7,750                              | \$10,750   | \$6,250                    | \$6,250                      | <b>\$31,000</b>     |
| Graduate diploma  | \$5,333                              | N/A        | \$5,333                    | \$5,334                      | <b>\$16,000</b>     |
| Graduate diploma (current students)                     | \$2,333                              | N/A        | \$5,333                    | \$5,334                      | <b>\$13,000</b>     |
| Masters qualification                                   | \$8,000                              | N/A        | \$8,000                    | \$8,000                      | <b>\$24,000</b>     |
| Masters (current students)                              | \$5,000                              | N/A        | \$8,000                    | \$8,000                      | <b>\$21,000</b>     |

**VET Early childhood Aboriginal pathway scholarships and employment milestone**

| Qualification  | Study milestones |            | Employment milestone | Total value (up to) |
|--|------------------|------------|----------------------|---------------------|
|  | Enrolment        | Graduation | At end of year one   |                     |
| <b>Early childhood Aboriginal pathway scholarships</b> |                  |            |                      |                     |
| Certificate III  | \$833            | \$833      | \$834                | <b>\$2,500</b>      |
| Diploma  | \$1,667          | \$1,667    | \$1,666              | <b>\$5,000</b>      |

**Employment incentives**

|                             | Employment contract milestone | Employment milestone at the start of year three | Total value (up to) |
|-----------------------------|-------------------------------|---|---------------------|
| <b>Employment incentive</b> | \$6,000                       | \$3,000   | <b>\$9,000</b>      |

**Key**

Recallable payment  Payment cannot be recalled  Not applicable