



FAQs for Online Applications

This year the Public Education Foundation has introduced an online system for accepting scholarship applications.

STEP

1

Eligibility

- You will be asked to answer an eligibility questionnaire. [HERE](#) is a list of questions you will be asked. Your answer determines which scholarship applications are opened up for you.
- ➔ **Once you have finished the form click on the green button that says [View Scholarships >>](#) and the scholarships for which are eligible will come up.**
- ! **If you believe that a scholarship you are eligible for is not being displayed please contact us on info@publiceducationfoundation.org.au or 02 9266 8452**

STEP

2

Applying

- A The **GENERAL APPLICATION FORM** is the first form you will complete. Here you fill out contact details and information about you / your family. For a list of questions click [HERE](#)
- B Some categories of scholarship need additional information. You then need to complete your **PERSONAL STATEMENT**. You will have up to 400 words to describe why you are a suitable candidate for the scholarship and how you meet each of the selection criteria. You will need to describe your academic plan.
- C Next steps will be to upload your **MOST RECENT SCHOOL REPORT** (we accept files in many forms including word, excel, pdf, jpg and gif)
- D Then you will need to trigger the task that asks your **PRINCIPAL AND PERSONAL REFERENCES** to complete their references.
- E Finally, if you are under 18 you will need to **GET CONSENT FROM A PARENT OR GUARDIAN**. If your parent/carer does not have access to the internet to sign the document electronically you can download a parent consent form and attach it to your application. [HERE](#) is a copy of the consent form.
- F Once the references have been submitted your application will be considered complete and will be available for us to review.

STEP

3

Review

- Once your application has been finalised it will be reviewed and passed on to the selection panel for consideration. We are aiming to finalise all scholarship offers by the end of the Term 4 2016 and payments will be made early in Term 1 2017. We will be emailing outcomes via FluidReview so make sure you check your email regularly.