



Australia Awards in Africa 2014 Intake Application Form Award Level: Master's Degree Hardcopy / Print Version

How to Complete This Form

Each year, over half of the applications received by Australia Awards in Africa (AAA) are automatically rejected because they are received late, are incomplete or are from applicants that do not meet the eligibility criteria for their country. Please take time to read these instructions carefully, read the Desired Applicant Profile (DAP) and ensure you submit a full and complete application.

Please use BLOCK LETTERS. Please complete this form in ENGLISH. Please ensure you have read and understood your country's DESIRED APPLICANT PROFILE (DAP) which is available from your country's webpage on www.adsafrica.com.au.

You must complete all applicable sections of this form and provide all supporting documents.

Applications that are incomplete or from applicants that do not meet the criteria will be disqualified. Please ensure you complete the checklist of documentation required, which appears at the end of the Application Form.

Choosing Your Preferred Course of Study

Australia Awards are intended to support scholars from Africa to gain knowledge and skills that will contribute to their country's long-term development needs. It is important to choose a course that is a priority field of study for your country.

A list of the priority sectors (fields of study) for 2014 scholarships is included in your country's DAP available from the AAA website. The selection process will favour applications from people who are choosing to study in high priority fields.

The form requires applicants to nominate their priority sector and indicate two preferred courses and Australian Universities. Your choice of priority sector at the preliminary stage is binding and cannot be changed later in the process. Note that the course and university choices you make on this form are not binding at the preliminary stage – i.e. you will not necessarily be restricted to only these course choices if you are offered an award. However, please remember that it is essential that the courses indicated are related to the priority sector you have nominated in this application. It is also important to be able to demonstrate that you have done some course and university research should you be invited to interview and that you can make a persuasive case demonstrating the relevance of the nominated course and the skills you expect to gain and the development benefit expected to be derived from the application of these skills in your workplace when you return. Please refer to the AAA website for guidance on conducting your own self-directed course research. Note that applicants shortlisted for an interview may receive additional course advice and support from GRM-AAA prior to their attendance at the interview.



When making a choice of Priority Field for your course and your sector, please bear the following instructions in mind:

- Studies in water systems for agricultural purposes such as improving irrigation should be classified under Agriculture – Irrigation-related
- Accountants and economists should use the classification “Governance – Public Financial Management”
- Infrastructure studies should be recorded against the specific priority sectors if they relate to Education, Health or Water & Sanitation. Infrastructure outside these sectors should be classified against Infrastructure.
- For academic staff, please code yourself under the sector that you are active in, rather than under Education / Tertiary. So, for example, a lecturer in crop systems should code themselves under Agriculture – Plant-related, rather than Education – Tertiary.
- Ensure that the courses you nominate are offered by the university in “On-campus” mode; that is, courses that are delivered in “Distance” or “Off-campus” or “Correspondence” mode only are not available for holders of an Australia Award.

Australian Leadership Awards Scholarships (ALAS)

Outstanding candidates under consideration for an Australia Award may also be considered for an Australian Leadership Awards Scholarship (ALAS) these awards are available for study at Master’s level by people who are leaders with potential future influence. For information about the Australian Leadership Awards, see the AusAID website www.usaid.gov.au/scholar.

Other Information on Your Application and Processes

People with a disability are encouraged to apply. In line with the Australian Government’s strategy “Development for All: Towards a disability-inclusive Australian aid program 2009-2014”, AusAID is committed to offering educational opportunities to people with disabilities eligible to apply for an award. 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). The UN Conventions on the Rights of Person with Disability (2006) that the Australian Government has ratified recognises disability occurs because of the environmental and attitudinal barriers that may exist and prevent equal participation in society by all people. **Having a disability will not disadvantage you in the application or selection process.** Your application will be considered like any other and you will not be disadvantaged in any way by disclosing your disability in this competitive process. Reasonable adjustments will, where possible, be made that ensure equitable participation by all who participate on the award.

Women are encouraged to apply. The Australian Government has an equal access policy for its scholarship opportunities as outlined in its 2011 strategy *Promoting Opportunities for All: Gender Equality and Women’s Empowerment*. To this end, Australia Awards in Africa is keen to ensure that women participate equally in the program and have equal opportunities to benefit from the Awards. Women are encouraged to apply and will be supported, as applicable, during the selection process and once awarded.

You will need a valid passport if called for interview. Interviews for Master’s Awards take place in a limited number of African countries. It is therefore likely that many applicants will be interviewed in a neighbouring country, if you are invited to interview, **you must possess a current passport or other**



official travel document that will allow you to travel outside your home country. If you do not have a passport you should apply for one immediately if you wish to be considered for a scholarship. You should make sure you can provide a copy of your passport with your completed Preliminary Application Form. It is a compulsory supporting document, and your application may not be considered further if it is missing. Travel to interviews is arranged and paid for by the AAA. In addition, if you are selected for an award you should ensure that your passport will be valid for the full duration of your studies (assume this could be up to two years) with at least six months of validity remaining at the end of your course.

Your application for a Master's Award is not the same as applying to an Australian university for admission. The two processes are separate. If you are awarded a scholarship, an application for admission will be submitted on your behalf to the university of your choice, by the GRM-AAA team. Note that Australian Universities maintain their own standards and criteria for admission of students and these may vary from university to university, with some requiring higher admission standards than others. These criteria are **not controlled or influenced by AusAID** and the award of a scholarship does not guarantee that a University will accept your application. Universities are not obliged to accept an applicant, even if they hold a scholarship award from AAA. **It is therefore very important to research your course and university choices carefully to ensure that you will meet the minimum entry standards required by the university of your choice.**

If you are offered an Australia Award, you will be required to sign a **contract**, and will be bound by the conditions of the relevant awards. Full details of these conditions are provided on the AusAID address above, and are available at www.ausaid.gov.au/scholar.

Under the terms of their contract and visa, Master's Award recipients are required to **return to their country** and not seek to re-enter Australia **for at least two years** after completing their scholarship.

If you have any questions about the Australia Awards, including the application process, deadlines, and the institutions where you may be entitled to study, further details are provided on the websites mentioned below.

Important Information about Eligibility

To be eligible to apply for an Australian government-sponsored scholarship, you **must**:

- be a citizen of a participating African country and
- meet the age restrictions for the award which vary by country – see the AAA website: www.adsafrica.com.au for more details.

You are **not** eligible to apply for a Master's-level Award under Australia Awards if you:

- do not hold a Bachelor's degree or equivalent
- already hold a Master's degree or equivalent
- currently hold an Australian Government scholarship, or have held one in the last two years
- hold citizenship or permanent resident status in Australia or New Zealand
- are married, or engaged to be married to someone who holds or is entitled to hold citizenship or permanent residency in Australia or New Zealand
- have ever been convicted of a serious crime, or are currently facing legal action or police charges in any country relating to allegations of serious criminal activity
- are unemployed at the time of applying



- have committed or been involved in, or are under investigation for involvement in, the commission of war crimes or crimes against humanity or human rights abuses.

If any of the above are the case for you, please do not apply. Applicants shortlisted to attend an interview will be required to provide a statutory declaration attesting to their police record and awardees will be subject to screening processes. Names of nominated awardees may be published widely in the media.

If you think you are eligible to apply, satisfy the country specific criteria as specified in your country's DAP, and meet any necessary pre-requisites for your particular field of study, please fill out this application form and submit it to the AAA by the due date.

14 December 2012

If you are shortlisted, you will be asked to provide further information and attend an interview.

For further information:

AusAID Scholarships: www.aisaid.gov.au/scholar

Australia Awards in Africa: www.adsafrica.com.au

Or contact us by email: enquiries@adsafrica.org

Submitting your hard-copy application

Note that all applicants are strongly encouraged to submit their application and all required supporting documentation via email to applications@adsafrica.com.au using the correct e-form. You can obtain the correct e-form by sending a request via the AAA website, www.adsafrica.com.au

If you are unable to obtain the e-form or submit your application and all required supporting documentation by email, you may complete the attached "hard copy" form and submit your application as a hard copy. Note that this form and all supporting documentation must be sent to the Australia Awards in Africa Office in Pretoria, South Africa or Nairobi, Kenya at the addresses listed below. Do not submit your application to any other address, agency or organisation. Please note that if you are required to have your Government sign your application form, you need to do this prior to lodging your application to the addresses provided.

Applicants from the following countries send their hard copy application to **Pretoria, SOUTH AFRICA:**

Angola, Botswana, Cameroon, Cape Verde, Gambia, Lesotho, Malawi, Mauritius, Mozambique, Namibia, Nigeria, Seychelles, South Africa, Swaziland, Zambia.

Postal Address:

Australia Awards in Africa
Long Term Awards Manager
GRM International
Bag X38, Hatfield
Pretoria 0028
SOUTH AFRICA

Courier Address:

Australia Awards in Africa
Long Term Awards Manager
GRM International
1140 Prospect Street
Level 3, Building 3
Hatfield Square, Hatfield
Pretoria, 0028
SOUTH AFRICA
+27 (12) 362 4360



Applicants from the following countries send their hard copy application to **Nairobi, KENYA**: Algeria, Burundi, Egypt, Ethiopia, , Ghana, Liberia, Kenya, Morocco, Rwanda, Sierra Leone, Tanzania, Tunisia, Uganda.

Postal Address:

Australia Awards in Africa
Program Unit Manager
GRM International
P.O. Box 856-00606
Nairobi
KENYA

Courier Address:

Australia Awards in Africa
Program Unit Manager
GRM International
1st Floor, Grosvenor Block
14 Riverside
Off Riverside Drive
Nairobi
KENYA
+254 (20) 5000 444

If you are sending your application by courier, you **must** use the courier address. Courier companies cannot deliver to a Private Bag or PO Box address and should not accept your order if you specify one.

If you have completed this hardcopy application, you **should not submit an electronic copy** of this form. **However if at all possible we encourage you to submit an electronic application rather than a hard copy to reduce the risk of loss or delay in transit.**

Submission Notification: Once you have submitted your hardcopy application, please email the following details to enquiries@adsafrica.org as **proof of submission of your application**: full name; country of residence; contact phone number; date of submission of application; agency to whom application was submitted, courier name and tracking number if applicable. Send this message using the contact email account you have specified in the application form. Subject line should read: SUBMISSION NOTIFICATION MASTERS <country> .

Submitting your application by email

If you wish to submit your application by email, please use the electronic application form. However, if you are not able to courier the hardcopy application, and you cannot obtain or complete the e-application, you may submit a scanned hardcopy application by carefully following these instructions:

Email the scanned copy to applications@adsafrica.com.au. Subject **must** be HARDCOPY APPLICATION. All pages of the application must be attached to one email message, preferably as a single PDF file. Send your supporting documents to the same email address using a separate email message for each. The subject line should include your name and the document title; e.g. *Jane Doe: Academic Transcript*. **Important:** All emails must be sent using the email account you have specified on this application form. Files sent from any other email account will not be included in your application.

This Submission Deadline for this form and all supporting documents is:

14 December 2012

Late applications will not be considered.

Please note that we **do not take into account the date of posting** or submission to the courier company. You must therefore post or courier your documents in sufficient time to arrive at their destination by the submission date. **Applications received after this date will not be considered.**



Long Term Awards - Master's Degree
Application Form 2014 Intake

PART 1: About You

This section collects information about you, and allows you to determine your eligibility for an Australian award. Please note that **people with disability** are encouraged to apply, as are women and people from rural areas. Disability, gender or other discriminatory factors are not used to disadvantage applicants in the selection or application process.

From which country are you applying?	
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Personal Information			
Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms Miss <input type="checkbox"/> Dr		
First Name / Given Name			
Middle Name (if applicable)			
Surname / Family Name <small>(Enter your family name and other names as shown in your Birth Certificate, Passport or other official identification document)</small>			
Date of Birth			
Current Age			
Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male		
Country of Citizenship			
National Identity Number			
Passport number <small>(provide if you have a passport)</small>	Issue date		
	Expiry date		
Second Country of Citizenship (if applicable)			
Marital Status	<input type="checkbox"/> Married <input type="checkbox"/> De Facto <input type="checkbox"/> Engaged <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Never married		
No. of Dependents (spouse, children)	<input type="checkbox"/> None <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> More than 6		



Personal Contact Details

This is for your personal contact details. You will have an opportunity to provide your work address and contact details later on in this form. The application process will take several months. You must provide a current postal address, email address and phone number where you can be contacted while the selection process proceeds. If you are not contactable, your application may not be considered.

Residential Address		
Town / City		Postal Code
Province		
Country		
Home Phone Number	Main:	Other:
Work Phone Number	Main:	Other:
Mobile (Cell Phone) Number	Main:	Other:
Email This email address will be used for all communication regarding your award. Specify an email account that only you have access to.		
Other Email Enter one alternative email address (optional).		

Emergency Contact Details

Provide details of a person who can be contacted in case of an emergency. This may be a relative or friend.

Title	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Dr	
First Name / Given Name		
Surname / Family Name		
Relationship to you		
Residential Address		
Town / City		Postal Code
Province		
Country		
Home Phone Number	Main:	Other:
Mobile (Cell Phone) Number	Main:	Other:
Email (Specify one email address only)		



Eligibility

What type of organisation do you work for? Tick **one** only

- Public Sector (i.e. government at any level or a recognised parastatal)
- Private Sector (if you are self-employed in your own business you are **not** eligible to apply)
- Civil Society (i.e. community, development or non-government organisation, faith-based organisation, multi-lateral organisation)
- Unemployed – you are **not** eligible to apply. Please do not proceed.

Are you a citizen of an eligible African country?

Please see the AAA website for a list of eligible countries: www.adsafrica.com.au

- Yes
- No – not eligible. Do not proceed.

Do you currently live in your country of citizenship?

- Yes
- No – you may be eligible, depending on your circumstances.

If NO, please provide additional details:

Do you currently reside outside Africa?

- Yes – you may be eligible, depending on your circumstances.
- No

If YES, please provide additional details:

Have you applied , or are you intending to apply, for citizenship or permanent residency in Australia or New Zealand?

- Yes – not eligible. Do not proceed.
- No

Do you have Australian or New Zealand citizenship or permanent residency?

- Yes – not eligible. Do not proceed.
- No



Are you engaged or married to someone who has, or is eligible for, Australian or New Zealand citizenship or permanent residency?

- Yes – not eligible. Do not proceed.
- No

In the last two years, have you held an Australian Government scholarship lasting 12 months or more?

- Yes – not eligible. Do not proceed.
- No

Do you wish to apply for, or study towards, an MBA under the AAA?

- Yes – not eligible. Do not proceed.
- No

Do you have a Master's degree already, or are you currently actively studying towards one?

- Yes – not eligible. Do not proceed.
- No

Have you ever been subject to any criminal or civil proceedings, or are you currently facing legal action or police charges in any country?

- Yes – This will not necessarily disqualify you.
- No

If YES, provide details of criminal or civil proceedings and complete the statutory declaration:

Have you ever committed, or been involved in the commission of war crimes or crimes against humanity or human rights?

- Yes – not eligible. Do not proceed.
- No



English Language Proficiency

If you are awarded a scholarship, you will be required to study in English at an Australian University. Universities maintain their own criteria for admission, which are not controlled or influenced by AusAID. These criteria include the need for applicants to demonstrate English proficiency.

All applicants must therefore provide evidence or certification of their English language proficiency.

Applicants should provide **at least one (1)** of the documents listed below:

If you have completed an English test in the past 12 months, please attach a **copy of the test results**. While you should provide the results of any English test you have taken, please note that Australian Universities use IELTS or TOEFL tests as their entry standard. While some Universities may consider other tests, they may not meet the University's entry requirements.

A **letter from your employer** certifying that English is the working language of your work unit and that you regularly communicate in English if this is indeed the case.

A **letter from your undergraduate university** certifying that English was the medium of instruction for your course and you completed your degree qualification in English.

An IELTS or TOEFL test is compulsory for applicants from these countries:

Algeria	Cape Verde	Liberia	Rwanda
Angola	Egypt	Mauritius	Seychelles
Burundi	Ethiopia	Morocco	Sierra Leone
Cameroon	Gambia	Mozambique	Tunisia

If you are from one of these countries and are invited to interview, you will be required to undertake an English test. This may include the requirement to travel to your nearest accredited testing centre. This will be at no cost to you. The AAA Office will contact you to inform you and to make suitable arrangements.

Is English your first Language?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Is English the language of your highest studies?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Have you taken an IELTS or TOEFL test?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Test Name		Test Date	Overall Score
Reading Score	Writing Score	Listening Score	Speaking Score



Computer Literacy

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

How regularly do you use a PC?	<input type="checkbox"/> Every day	<input type="checkbox"/> Often	<input type="checkbox"/> Occasionally	<input type="checkbox"/> Rarely	<input type="checkbox"/> Never
Please rate your overall computer literacy:	<input type="checkbox"/> Very good	<input type="checkbox"/> Moderate	<input type="checkbox"/> Weak	<input type="checkbox"/> None	

Please indicate the software packages that you are familiar with:

- | | |
|---|--|
| <input type="checkbox"/> Word processing software (e.g. MS Word)? | <input type="checkbox"/> Spreadsheet software (e.g. Excel)? |
| <input type="checkbox"/> Database software (e.g. Access, EndNote)? | <input type="checkbox"/> Operating Systems (e.g. Windows 07)? |
| <input type="checkbox"/> Presentation software (e.g. PowerPoint)? | <input type="checkbox"/> Email software (e.g. Outlook) |
| <input type="checkbox"/> Internet browser (e.g. Internet Explorer)? | <input type="checkbox"/> Statistical packages (e.g. SPSS or Minitab) |

<input type="checkbox"/> Other – Please indicate:	
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Professional Memberships

List any relevant associations and organizations. These may be community, cultural, political, scientific, professional and/or educational organisations.

1. Association Name			
Position			
Start date		End date	
2. Association Name			
Position			
Start date		End date	
3. Association Name			
Position			
Start date		End date	



Scholarships

Have you previously received, or do you currently hold, a scholarship funded by Australia or another country?

- Yes
- No

If YES, provide details:

Scholarship Name			
Start Date		End Date	
Name of Institution			
Study Country			
Qualification Received			

Have you previously applied for an Australian scholarship?

- Yes
- No

If YES, provide details

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Other Scholarship Applications

Are you currently applying or considering applying for another scholarship funded by another country?

- Yes
- No

If YES, provide details

Scholarship Name #1			
Likely Start Date		Likely End Date	
Name of Institution			
Study Country			
Qualification			
Scholarship Name#2			
Likely Start Date		Likely End Date	
Name of Institution			
Study Country			
Qualification			



Disability Inclusion and Support

People with disability are encouraged to apply.

[The United Nations Convention on the Rights of Persons with Disabilities](#) describes persons with disabilities as including those who have long-term physical, mental, intellectual or sensory impairments, which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others. The Australian Government's commitment to supporting fair and equitable participation in international development is outlined in its strategy [Development for All: Towards a disability-inclusive Australian aid program 2009-2014](#). This applies to offering opportunities in education for people with disability who are eligible to apply for an award.

Do you have a disability or special needs?

Yes

No

If you answer yes it will not disadvantage you in the selection process. You will be given an opportunity to identify any specific barriers and challenges that there may be in participating on the award. If you are successful in your application and selected for an award, where ever possible appropriate adjustments and support will be put in place so you can participate like others and benefit from the award. By providing detailed information on your needs, appropriate support plans can be developed and implemented with you

If you answered YES above, please provide a short description of your disability and what challenges you may face participating on the award and any adjustments or support you may require:

If you answered YES above, how do you think that your disability may impact on your ability to participate in the award?

Gender Inclusion And Support

The Australian Government has an equal access policy for its scholarship opportunities as outlined in its 2011 strategy *Promoting Opportunities for All: Gender Equality and Women's Empowerment*. To this end, Australia Awards in Africa is keen to ensure that women participate equally in the program and have equal opportunities to benefit from the Awards. Women are encouraged to apply and will be supported, as applicable, during the selection process and once awarded.



PART 2: Proposed Studies

If you are successful in your scholarship application, the AAA will assist you to research the best course and most suitable institution for your needs and to make an application to your preferred institution. However, our assessment of your application will include consideration of your proposed studies, so please tell us about your plans.

Priority Sector

Taking into consideration your country's Desired Applicant Profile and the Instructions, what field of study / Priority Sector do you intend to apply under? Please tick **one** that is the most relevant.

Agriculture

- Animal-related
- Irrigation-related
- Plant-related
- Other agriculture, specify below

Development Studies

- General Development including Rural development
- Gender
- Peace and Conflict
- Other, specify below

Education

- Education Leadership and Management
- Tertiary
- Infrastructure
- Curriculum Design
- Technical / Vocational Education and Training
- Other, specify below

Governance

- Public Policy (including Public Sector Reform)
- International Relations
- Public Financial Management
- Trade Policy
- Other, specify below

Health

- Public Health
- HIV/AIDS
- Infrastructure
- Maternal / Child Health
- Other health, specify below

Infrastructure

- Communications
- Public / Private Partnerships
- Project Management
- Energy
- Transport
- Other, specify below

Natural Resources Management

- Environmental management, including climate change
- Mining
- Other productive sector, specify below

Water and Sanitation

- Water resources management
- Sanitation supply and service delivery
- Infrastructure
- Water supply and service delivery
- Regulation of water and sanitation services
- Other, specify below

If you answered "Other" above, please provide details:



Course and University Choices

Please indicate your preferred Master’s degree course/s and University/ies at which you may wish to study. Note that there may be some flexibility to modify your courses choices at a later stage in the process, however your course choices must be linked to the Priority Sector you nominate above. Where course choices are inconsistent with the nominated Priority Sector, the application may be marked down, or not considered further.

One of the criteria that is used to assess each application is the likelihood of the applicant being accepted by an Australian university. However, the award of a scholarship does not guarantee a place at a university and universities are not obliged to accept an applicant even if they have a scholarship. You are therefore urged to research your course and University choices to make sure you meet the University’s entrance requirements.

The **Commonwealth Register of Institutions and Courses for Overseas Students (CRICOS)** is the official Australian Government website that lists all courses offered to people studying in Australia on student visas. If you know the CRICOS numbers of your course choices, you may provide them here. Please note CRICOS numbers are not mandatory at time of application.

Preference 1	Course Title	
	Institution	
	CRICOS code	
Preference 2	Course Title	
	Institution	
	CRICOS Code	

Have you made an application to an Australian University in the last two years?

- Yes
- No – This will not disqualify you.

If YES, please attach details, such as a copy of the acceptance letter or other correspondence from the University, to your application.



Master's By Research Program Applicants

You are allowed to apply for either a coursework- or research-based Master's degree. If you intend to apply for a PhD at any time in the future, you are urged to consider applying for a Master's degree that involves a significant research component.

Research Title *(max 250 characters, approx. 30-50 words limit)*

Objective *(max 1000 characters, approx. 150-200 words limit)*

Significance and possible application of your proposed research to Africa's development
(max 1000 characters, approx. 150-200 words limit)



Research Methodology *(max 1000 characters, approx. 150-200 words limit)*

Does your research include fieldwork?

Yes

No

If YES, describe the fieldwork you will be undertaking *(max 1000 characters, approx. 200 words limit)*

What is the duration of your proposed fieldwork? *(in weeks, if known)*

weeks

In which country will you undertake the proposed fieldwork?

Proposed Supervisor *(if known)*



PART 3: Returning Home

How applicants plan to use the skills acquired through their proposed studies is an important consideration in assessing each application. Assessment will take into account the relevance of your study plan to your current employment, and how you intend to apply your enhanced skills to benefit your career, your employer and your nation.

Current Employment

Position title		
Name of Employment Organisation		
<p>Please describe your current Employment</p> <p><input type="checkbox"/> Executive / Senior Management/ Senior Professional (e.g. Senior Principal, Director of Nursing or Nurse Superintendent)</p> <p><input type="checkbox"/> Middle Management/ Professional (e.g. Principal, Supervising Nurse Practitioner)</p> <p><input type="checkbox"/> Senior Clerical or Administrative/ Technician/ Supervisory (e.g. Specialist or Supervising Teacher, Senior or Specialist Nurse)</p> <p><input type="checkbox"/> Clerical or Administrative/ Tradesperson (e.g. Semi-skilled, Graduate entry Public Servants, Graduate Teachers and Nurses)</p> <p><input type="checkbox"/> Other, please indicate</p>		
Please give the number of years and months of professional experience you have gained since graduating with your first tertiary level qualification (e.g. your Bachelor's degree):	Years:	Months:

Employer Contact Details

Physical Address (your actual work unit and location):			
Town / City:			
Province		Postal Code	
Country			
Landline Number	Main:	Other:	
Mobile (Cell Phone) Number	Main:	Other:	
Employer Email			



Sector Of Employment

What sector do you work in? Please see the Instructions for guidance, then tick the one sector that is most relevant. If you are not sure, please select "Other" and provide details. Please note – this question refers to the sector in which your employing organisation operates, not the sector of your profession. So, for example, if you are an IT professional working in an educational institution, you would select "education" as your sector of employment

Agriculture

- Animal-related
- Irrigation-related
- Plant-related
- Other agriculture, specify below

Development Studies

- General Development including Rural development
- Gender
- Peace and Conflict
- Other, specify below

Education

- Education Leadership and Management
- Tertiary
- Infrastructure
- Curriculum Design
- Technical / Vocational Education and Training
- Other, specify below

Governance

- Public Policy (including Public Sector Reform)
- International Relations
- Public Financial Management
- Trade Policy
- Other, specify below

Health

- Public Health
- HIV/AIDS
- Infrastructure
- Maternal / Child Health
- Other health, specify below

Infrastructure

- Communications
- Public / Private Partnerships
- Project Management
- Energy
- Transport
- Other, specify below

Natural Resources Management

- Environmental management, including climate change
- Mining
- Other productive sector, specify below

Water and Sanitation

- Water resources management
- Sanitation supply and service delivery
- Infrastructure
- Water supply and service delivery
- Regulation of water and sanitation services
- Other, specify below

If you answered "Other" above, please provide details:



Will you return to this employer when you complete your scholarship?

Yes No Not sure

If NO, please describe the work you plan to seek when you return to your country, including the location and the sector and type of organisation (*approximately 100 words*).

Please provide your detailed employment history in PART 4: Curriculum Vitae.

For your current position, or a position you have held within the last two years, you may supply any Performance Appraisals or summaries from your performance review process to support your application. Please **do not submit more than three pages**. If you are invited to interview, you may bring your full performance review documentation with you if you wish. This is an optional supporting document; your application will not be rejected if you do not provide this document.



Work Plan On Return

Please complete your **Work Plan on Return**. This section is compulsory, and we strongly urge you to discuss it in detail with your employer. For private sector or civil society applicants, we understand that you may not be able to get your employer's input or signature.

All applicants (public, private and civil society) must complete Part 1 and Part 3

PART 1: Applicant's General Expectations And Plan

Please explain what new skills and knowledge you expect to gain from this award. Please be as specific as possible

Please explain how these new skills and knowledge will help you contribute to improving policies or practices in your current or future job. Please be as specific as possible, e.g. citing specific organisational plans, programmes or policies

Explain how these new skills and knowledge will help you contribute to your country's development priorities. Please provide details, e.g. citing national plans, programmes or policies



Part 2: Employer's General Expectations And Plan

Note: Part 2 is compulsory for Public Sector applicants. Private Sector and Civil Society applicants are encouraged to discuss their plans with their employers. If this is not possible, you are urged to provide details on what employment you expect to find on your return, but you may leave Part 2 blank if necessary

Please explain what skills / knowledge you expect the Applicant to return with, and / or comment on the Applicant's expectations

Please explain how the Applicant's new skills and knowledge will contribute to improving policies or practices in your organisation, and / or comment on the Applicant's expectations. Please be as specific as possible, e.g. citing specific organisational plans, programmes or policies.

Please explain how these new skills and knowledge will help your organisation contribute to your country's development priorities. Please be as specific as possible, e.g. citing specific national plans, programmes or policies



Part 3. Tasks or Responsibilities: Applicant and Employer

Applicants: please consult with your employers and list up to ten of the most important tasks or responsibilities you expect to contribute to once you complete your award. This is compulsory for Public Sector applicants. Private Sector and Civil Society applicants should use this section to indicate their plan or expectations once they return. A task includes any function or operational activity, including research. You can list those that you are currently responsible for, or new tasks which you expect to undertake on your return.

Employers: please indicate what support is to be provided to this employee for this task or responsibility, or give any other comments.

APPLICANT			EMPLOYER
(Task / Responsibility)	Current	New	(Support to be provided or other comments)
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			



Applicant's Supporting Statement

All applicants must answer the following questions. Each answer should be up to 200 words. The responses you provide in this section may be considered by AusAID if you are to be considered for an **Australian Leadership Awards Scholarship (ALAS)**.

Why have you chosen this study program?

How will the proposed study contribute to your career?



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 organisations you worked with to solve the problem; and what creative methods were used.)?

What specific development priority will you contribute to on your return home and how do you intend to do so?



PART 4: Curriculum Vitae

Full Name			
Address			
Country			
Email		Phone:	
Date of Birth		Current Age:	

Study History				
Qualification Name				
Level of Study	<input type="checkbox"/> Secondary (High School)	<input type="checkbox"/> Diploma / Vocational/Technical	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Postgraduate
Name of Institution				
State / Province				
Country				
Language of Instruction				
Start Date		End Date		
Status	<input type="checkbox"/> Complete	<input type="checkbox"/> Pending results	<input type="checkbox"/> Incomplete	<input type="checkbox"/> Withdrawn

Qualification Name				
Level of Study	<input type="checkbox"/> Secondary (High School)	<input type="checkbox"/> Diploma / Vocational/Technical	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Postgraduate
Name of Institution				
State / Province				
Country				
Language of Instruction				
Start Date		End Date		
Status	<input type="checkbox"/> Complete	<input type="checkbox"/> Pending results	<input type="checkbox"/> Incomplete	<input type="checkbox"/> Withdrawn



Qualification Name				
Level of Study	<input type="checkbox"/> Secondary (High School)	<input type="checkbox"/> Diploma / Vocational/Technical	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Postgraduate
Name of Institution				
State / Province				
Country				
Language of Instruction				
Start Date			End Date	
Status	<input type="checkbox"/> Complete	<input type="checkbox"/> Pending results	<input type="checkbox"/> Incomplete	<input type="checkbox"/> Withdrawn

If you have received any academic awards or prizes, please provide details:

Employment History

Please start with your Current Position and work backwards

Position Title			
Employing Organisation			
Location			
Country			
Start Date			End Date
Duties and Achievements (Max 100 words)			



Position Title			
Employing Organisation			
Location			
Country			
Start Date		End Date	
Duties and Achievements <i>(Max 100 words)</i>			
Position Title			
Employing Organisation			
Location			
Country			
Start Date		End Date	
Duties and Achievements <i>(Max 100 words)</i>			
Position Title			
Employing Organisation			
Location			
Country			
Start Date		End Date	
Duties and Achievements <i>(Max 100 words)</i>			



Please summarize any earlier employment history here (*year, position, employment organization*)

Referees	
Referee # 1: Given Name	
Surname	
Position	
Organisation	
Contact Phone Number	
Email	
Referee #2: Given Name	
Surname	
Position	
Organisation	
Contact Phone Number	
Email	



PART 5: Commitment and Support

Signatures And Commitments

APPLICANT – do you agree to the following commitments?		
To review your Work Plan on Return (WPR) during your study to: (a) ensure it is lined up with your organisation’s work plans and expectations (b) ensure your course of study continues to support development of the appropriate skills	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attend a debriefing session prior to the end of your Master’s course	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Complete and forward a WPR Monitoring Report to AAA annually for a three-year period after return. <i>Note: a reporting template and guidelines will be provided by AAA.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Participate in case studies and other evaluations to inform AAA of the development effectiveness of the Australia Awards Programme	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Maintain up to date contact details on the AAA Alumni data base and participate in Alumni activities after returning from your studies	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I certify that with the exception of Part 2 (Employer’s Section) of the Work Plan on Return above, I completed this application personally and that the information I have provided is true and accurate. I understand that if I have provided false or misleading information my application may be disqualified and I may be subject to investigation for fraud. If offered I agree to abide by the conditions of the award.		
Signature	Date	
EMPLOYER – do you agree to the following commitments? <i>Note: Private Sector and Civil Society applicants are encouraged to discuss their plans and obtain employer’s agreements where possible.</i>		
Support the candidate to implement the Work Plan on Return as developed above	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Develop a plan on how the candidate will work with colleagues to transfer their knowledge	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Support the candidate’s continuing involvement in AAA Alumni activities	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Participate in and support AAA monitoring and evaluation activities	<input type="checkbox"/> Yes	<input type="checkbox"/> No
What is your work relationship with the candidate?		
How long have you known the candidate professionally?		
Do you support the candidate in their application for this award?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Employer Name and Position:		
Employer Signature (and stamp if available)	Date	



Statutory Declaration

Commonwealth of Australia

STATUTORY DECLARATION

Statutory Declarations Act 1959

1 *Insert the name, address and occupation of person making the declaration*

I,¹

make the following declaration under the *Statutory Declarations Act 1959*:

2 *Set out matter declared to in numbered paragraphs*

2

I have not been convicted of any criminal offense; and

I am not subject to any pending criminal charges.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

3 *Signature of person making the declaration*

3

4 *Place*

Declared at⁴

5 *Day*

on⁵

of⁶

6 *Month and year*

Before me,

7 *Signature of person before whom the declaration is made (see over)*

7

8 *Full name, qualification and address of person before whom the declaration is made (in printed letters)*

8

Note 1 - A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the Statutory Declarations Act 1959.

Note 2 - Chapter 2 of the Criminal Code applies to all offences against the Statutory Declarations Act 1959 — see section 5A of the Statutory Declarations Act 1959.



A statutory declaration under the *Statutory Declarations Act 1959* may be made before—

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Chiropractor	Dentist	Legal practitioner	Medical practitioner
Nurse	Optometrist	Patent attorney	Pharmacist
Physiotherapist	Psychologist	Trade marks attorney	Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public

Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)

Bailiff

Bank officer with 5 or more continuous years of service

Building society officer with 5 or more years of continuous service

Chief executive officer of a Commonwealth court

Clerk of a court

Commissioner for Affidavits

Commissioner for Declarations

Credit union officer with 5 or more years of continuous service

Employee of the Australian Trade Commission who is:

(a) in a country or place outside Australia; and

(b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and

(c) exercising his or her function in that place

Employee of the Commonwealth who is:

(a) in a country or place outside Australia; and

(b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and

(c) exercising his or her function in that place

Fellow of the National Tax Accountants' Association

Finance company officer with 5 or more years of continuous service

Holder of a statutory office not specified in another item in this list

Judge of a court

Justice of the Peace

Magistrate

Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

Master of a court

Member of Chartered Secretaries Australia

Member of Engineers Australia, other than at the grade of student

Member of the Association of Taxation and Management Accountants

Member of the Australasian Institute of Mining and Metallurgy

Member of the Australian Defence Force who is:

(a) an officer; or

(b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or

(c) a warrant officer within the meaning of that Act

Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants

Member of:

(a) the Parliament of the Commonwealth; or

(b) the Parliament of a State; or

(c) a Territory legislature; or

(d) a local government authority of a State or Territory

Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*

Notary public

Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public

Permanent employee of:

(a) the Commonwealth or a Commonwealth authority; or

(b) a State or Territory or a State or Territory authority; or

(c) a local government authority;

with 5 or more years of continuous service who is not specified in another item in this list

Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made

Police officer

Registrar, or Deputy Registrar, of a court

Senior Executive Service employee of:

(a) the Commonwealth or a Commonwealth authority; or

(b) a State or Territory or a State or Territory authority

Sheriff; Sheriff's officer

Teacher employed on a full-time basis at a school or tertiary education institution



Checklist

Please note that **any applications** that do not attach the required supporting documents, or that do not meet all the submission requirements listed below **will be treated as non-compliant** and may be disqualified.

Submission Requirements

Please tick each item to indicate you understand, and have fulfilled, each submission requirement.

All relevant fields in this Application Form completed.

Questions must be answered in the spaces provided in the Application Form. Answers provided on separate sheets or in any other format will not be accepted.

Work Plan on Return Part 2 completed by your employer. **Mandatory** at time of application for public sector applicants. For other applicants, this is required if you are offered an interview.

Signatures and Commitments page completed and **signed by you**.

Signatures and Commitments page completed and **signed by your Employer**. **Mandatory** for public sector applicants, optional for private or civil society applicants.

Statutory Declaration completed, **signed by you** and **witnessed**.

Supporting Documents

Please tick each item that is attached to your application.

Proof Of Identity

Copy of one of the following **must** be provided:

National ID card

Birth Certificate

Other nationally recognised photo ID

Passport. Copy of data page, including photo, **must** be provided.

Bachelor's Degree Certificate. **Mandatory** for all applicants.

Bachelor's Degree Transcript of Results. Copy of certified transcript is **mandatory** for all applicants.

English Language Proficiency

One or more of the following **must** be provided by all applicants.

IELTS or **TOEFL** test results

Letter from Employer certifying use of English in the workplace.

Letter from university of your Bachelor degree confirming English as language of instruction.

Other Tertiary Certificate. For studies undertaken since finishing your Bachelor's degree. *Optional*.

Other Transcript of Results. For studies undertaken since finishing your Bachelor's degree. *Optional*.

Performance Reports from your current employer. *Optional*.

Letter of Offer or other correspondence with an Australian University. *Optional*.

Letter from Supervisor supporting proposed research plan. *Optional*.



Feedback Information

How did you first find out about Australia Awards In Africa, Australian Development Scholarships, Australian Leadership Awards Scholarships?

- | | |
|---|---|
| <input type="checkbox"/> Friends or family | <input type="checkbox"/> Newspaper advertisement |
| <input type="checkbox"/> My employer | <input type="checkbox"/> Other publications (please specify) |
| <input type="checkbox"/> Other Scholarship recipient | <input type="checkbox"/> My professional association (please specify) |
| <input type="checkbox"/> TV or Radio program or advertisement | <input type="checkbox"/> Website (please specify) |
| <input type="checkbox"/> A poster or flyer | <input type="checkbox"/> School or university (please specify) |
| <input type="checkbox"/> Colleagues at work | <input type="checkbox"/> Other (please specify) |

Please Specify here: