

When completed, fax this template to the Department of Human Services (DHS) on 1300 074 608

This template is only to be completed if the offer of a CS is after the Department of Education and Training Commonwealth Scholarships Guidelines date for advice. Commonwealth Scholarship offer reporting cut-off dates are:

Semester One - 22 January
Semester Two - 15 June

Name of Educational Institution:

Name of University Contact:

Phone number:

Fax number:

Please complete the details below of indigenous students who are expected to be offered a Commonwealth Scholarship.

To Be Completed by the Higher Education Provider				Offer made			DHS Only		
Surname	First Name	Second Name	Postal Address	Date of Birth	ICECS/IECECS*	ICAS/IECAS*	SSS Sem One	SSS Sem Two	Relocation Scholarship

University action:

- . where a precluding DHS Scholarship has been issued and the student elects to accept the university offer, the student must be advised to contact DHS to arrange recovery of the precluding DHS payment.
- . if the Commonwealth Scholarship offer is withdrawn or not accepted, the student must be advised to contact DHS to reassess their entitlement/s.

DHS Action:

- . DHS will reply by fax within two business days to a request for a student’s scholarship status.
- . where a Commonwealth Scholarship offer is made and a precluding DHS payment has not been made, DHS will prevent the DHS Scholarship being issued until advised to the contrary.

* for DHS coding purposes, CECS = ICECS or IECECS; and CAS = ICAS or IECAS.