
Fact Sheet for Returning Applicants 2025

About the Scholarships program

The Youth Development Scholarships (YDS) program is offering up to 1,500 scholarships to young people enrolled in education or training to help complete their studies in the 2025 school year.

If you have received a DCJ scholarship between school academic years 2017 to 2024, you may be eligible to re-apply for a scholarship if you meet the eligibility requirements for this year.

Am I eligible to re-apply for a Youth Development Scholarship?

You are eligible to re-apply if you are studying at one of the following in 2025:

- Year 11 or 12 at a NSW high school or equivalent at TAFE or a TVET/EVET subject;
- TAFE or university and provide a confirmation of enrolment or acceptance to study letter. A letter of offer will also be accepted but you will need to provide confirmation of enrolment during the review process;
- completing an apprenticeship or traineeship and provide a signed contract agreement from your registered training provider;
- home schooling and provide a Certificate of Home Schooling Registration.

You must also be either a social housing client or living in out-of-home-care. This can include:

- living in public housing, including Aboriginal housing
- being on the NSW Housing Register (wait list)
- receiving a private rental subsidy from DCJ (not Centrelink)
- living in community housing/Aboriginal community housing
- living in housing provided by a Local Aboriginal Land Council
- living in supported, crisis or temporary accommodation
- living in statutory, supported or voluntary out-of-home care.

Note: Applicants living away from home or temporarily staying with family/friends need to be on a current social housing tenancy or have an active social housing application.

How much is the Youth Development Scholarship?

Each scholarship for the 2025 school year is \$1,000 (no GST included as this is a grant payment).

When do applications open?

The application period includes the school holidays:

Open: 9.00 am on **Monday, 21 October 2024**

Close: 5.00 pm on **Friday, 21 February 2025** (Returning High School)

Close: 5.00 pm on **Friday, 21 March 2025** (Returning Tertiary)

What can I use the Youth Development Scholarship for?

The scholarship funds must be used for educational or support related costs to help you complete the school year.

Examples of items or services which can be purchased with the scholarship include (but not limited to):

Primary Support

- Uniform, shoes and specialist clothing (including apron, sports equipment, safety shoes etc.)
- Course costs, subject/elective fees
- Materials/equipment for elective (e.g. music, art, food technology, hospital, science equipment etc.)
- Tutoring
- School organised excursions, study camps, school sporting activities
- Textbooks, workbooks, study guides
- Stationery (notebooks, folders, pens etc.)
- Technology (e.g. laptop, personal computer, tablet, printer, scanner etc.)

Secondary Support

- Internet
- Furniture (e.g. study desk, chair, footrest etc.)
- Transport costs (e.g. Opal card, driving lessons, fuel voucher etc.)
- Health and wellbeing costs (e.g. glasses, mobility aids, speech therapy and devices, counselling etc.)
- Social inclusion (e.g. formal attire, formal ticket)
- Training and employment (e.g. CV writing, interview skills, clothing for work etc.)

What can't the Youth Development Scholarship be used for?

The funds cannot be used to:

- purchase mobile phones, smart watches, gaming equipment and other wireless communication devices
- pay for school fees, but can be used towards resources, elective or course costs
- pay for items that can be provided through other financial assistance programs offered by the school
- pay for any expenses relating to siblings who are not scholarship recipients
- transfer remaining funds to another student.

How do I apply?

Click on [SurveyMonkeyApply](#) to log in. The link will be activated at 9am, 21 October 2024.

Important information

- You must use the same email address you used previously to apply.
- If you have forgotten the email you used, or need to change your email address, please contact the Scholarships team
- If you have forgotten your password, click on 'Forgot my Password' and follow the instructions.
- You can choose to add a Collaborator, someone that can help you with your application. They will need to provide you with their email address. You can vary a Collaborator's level of read and/or write access to your application.
- If you are having trouble receiving emails from SurveyMonkey Apply, check that noreply@mail.smapply.net has been added as a safe sender on your email inbox. Check your junk folder.
- Contact the Scholarships team if you continue to have problems with receiving emails.

How do I change my profile to a Returning Applicant?

1. Click on [SurveyMonkeyApply](#) to log in.
2. Click on your name at top right corner
3. Drop down to My Account
4. Go to Eligibility
5. Select Update your eligibility profile
6. Select Yes to question 'Did you receive a Youth Development Scholarship between 2017 to 2024?'
7. Click on Save my profile
8. Go to Programs
9. Select the program which applies to you

Application process

1. **Task: Review the Contact Information Form** and update details if needed.
2. **Task: Returning Applicant – Youth Development Scholarship Application form**
 - You will need to complete a pre-eligibility questionnaire.
 - If you do not meet the criteria, you will receive a notification that you will not be able to progress any further.
 - If you need to change any details on the form, click on the 3 dots (...) on the top right corner of the Application Form and select edit.

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- If you have answered incorrectly, contact the Scholarships team to reset your application. Do not create another account.
3. **Task: Out of Home Care (OOHC)** (this only applies to OOHC applicants)
- If you live in OOHC this means your primary care giver is not a biological parent. You are currently placed, or have previously been placed, with an OOHC provider due to government agency intervention. This includes:
 - authorised and supported kinship care arrangements
 - short-term, long-term or foster care provided by a government and/or nongovernment organization cases where adoption has taken place after an initial period of OOHC.
 - You will need to upload at least one of the following acceptable evidence:
 - a copy of the Children's Court Care Order, or
 - a letter from DCJ or the OOHC Designated Agency verifying statutory or supported care (e.g. a copy of a Confirmation of Placement). The letter must:
 - be written on appropriate letterhead
 - include the name and date of birth of the applicant (young person)
 - include the date of placement
 - be signed and indicate the position of the author.
 - other documents that show you are in OOHC or on a leaving after care plan (up to 25 years old).
4. **Task: Confirmation of Enrolment**
- If you are studying at TAFE or university you will need to upload a Confirmation of Enrolment or an Acceptance to study letter. A letter of offer will also be accepted in the interim but will need confirmation of enrolment during the review process.
 - If you are completing an apprenticeship or traineeship through a Registered Training Organisation (RTO) you must provide a signed contract agreement from the training provider.
 - If you are being home schooled, you will need to upload a Certificate of Home Schooling Registration.
5. **Task: Electronic Funds Transfer (EFT)**
- If you are doing tertiary studies or home schooled, the funds will be paid directly to your nominated bank account.
 - Download the EFT form, complete, sign and return to the Scholarships team.

Submitting your application

Make sure the following tasks that are relevant to you are complete:

- Contact Information form
- New Applicant - Scholarship Application form
- Task: Out-of-Home Care
- Task: Confirmation of Enrolment

What happens once I've submitted my application?

You will receive an email confirming that your application has been submitted. Contact the Scholarships team if you do not receive a confirmation email.

You will receive another email to advise that your application has been reviewed and you were successful in getting another year of scholarships.

How will I receive funds?

For students in Year 11 or 12 at high school: your school will administer the funds on your behalf.

You will need to discuss with your school how the funds will be spent. You have until the end of the school year to spend the funds.

For students in tertiary studies or home schooled: the funds will be paid directly into your nominated bank account. You will need to retain receipts and keep a record of expenditure.

Where can I find out more information?

- Visit our website dcjnsw.info/scholarships
- Call the Housing Contact Centre on 1800 422 322, press 2 for Housing Services then press 3 for General Enquiries.
- Email the Scholarships team on education@homes.nsw.gov.au