



Australia Awards

Australia Awards  
Pacific Scholarships  
Fiji  
Frequently Asked  
Questions



## Australia Awards

**Q1. The Australian Government offers a number of different scholarships, which of these are available to Fijian applicants?**

A. In Fiji, Australia Awards consist of the Australia Awards Scholarships (AAS) and the Australia Awards Pacific Scholarships (AAPS).

**Note: This document includes only information for the Australia Awards Pacific Scholarships (AAPS) – study in Fiji. If you are interested in studying in Australia, please see the Australia Awards Scholarships (AAS) FAQs**

## Australia Awards Pacific Scholarships

**Q2. What are the Australia Awards Pacific Scholarships (AAPS)?**

A. Australia Awards Pacific Scholarships provide people from Pacific developing countries with opportunities to study at selected education institutions in the Pacific region. The purpose of the Australia Awards Pacific Scholarships is to give people the opportunity to gain and build the knowledge and skills to drive positive change, and influence their home country's development.

**Q3. Can I apply for a Bachelors or Masters degree as part of my AAPS application?**

A. No. Awards will be offered up to Advanced Diploma level for Technical and Vocational Education and Training (TVET) study only.

If you would like to apply for a scholarship to study at a higher level, you will need to apply for an Australia Awards Scholarship (AAS), however these are only offered for study in Australia.

**Q4. What are the programs I can apply for under the AAPS?**

A. Australia Awards Pacific Scholarships will be offered to applicants with the greatest potential to drive development in the following sectors:

- Postgraduate Diploma in Midwifery
- Diploma in Early Childhood Education and Care
- Trade Diploma in Building
- Trade Diploma in Quantity Surveying
- Trade Diploma in Mechanical Engineering
- Trade Diploma in Electrical Engineering
- Trade Diploma in Automotive Engineering

## Applications

### Q5. When do applications open and close?

- A. Applications open on **1 February 2018** and on **30 April 2018**. No applications will be accepted after this time.

### Q6. How can I apply for AAPS?

- A. Applications for AAPS must be submitted as follows:

If you are applying to study at the following:

- The University of the South Pacific (USP)
- The Fiji National University's (FNU) College of Medicine, Nursing and Health Sciences (excluding Nursing).

You must apply online using the Online Australia Awards Scholarships Information System (OASIS) at: <https://oasis.dfat.gov.au/> and must also include a completed scanned hard copy of the institution application form.

If you are applying to study at the following FNU colleges:

- College of Engineering, Science and Technology
- College of Medicine, Nursing and Health Sciences
- College of Agriculture, Forestry and Fisheries.

You must submit a hardcopy application along with a completed FNU application form.

Hardcopy application forms are available from 1 February 2018 from:  
<http://www.dfat.gov.au/people-to-people/>

### Q7. Are hardcopy applications accepted?

- A. Only hardcopy applications for the following Fiji National University colleges will be accepted:

- College of Engineering, Science and Technology
- College of Medicine, Nursing and Health Sciences
- College of Agriculture, Forestry and Fisheries.

All other applications must be submitted online through <https://oasis.dfat.gov.au>

### Q8. When is the last day to submit the AAPS application?

- A. 30 April 2018.

The accepted hardcopy applications (see above) must be hand delivered/mailed to:

- The Fiji Program Support Facility Suva, Level 2, Sabrina Building. Corner Gordon Street and Victoria Parade, Suva,
- The Fiji Program Support Facility, Lautoka. Old Treasure Island House, Marine Drive, Lautoka
- The Fiji Program Support Facility, Labasa. Lot 11 Nanuku Street, Labasa

### Q9. What information should I read before commencing an application?

- A. Read the [Fiji Country Profile](#) carefully. Ensure you meet the eligibility requirements for Fiji and your proposed course is aligned with the priority fields of study for Fiji.

If you are considering applying for an AAPS, you must also read the AAPS Handbook available at:

<http://dfat.gov.au/about-us/publications/Pages/australia-awards-pacific-scholarships-policy-handbook-december2015.aspx>

**Q10. Which websites should I check before applying for an Australia Awards Pacific Scholarship?**

A. The most useful sites are:

- <http://www.dfat.gov.au/about-us/publications/Pages/oasis-applicant-user-guide.aspx>
- <http://dfat.gov.au/people-to-people/australia-awards/Pages/australia-awards-pacific-scholarships-aaps.aspx>.
- <http://www.australiaawards.gov.au>: for more general information on Australia Awards

**Q11. Can I choose any university?**

A. The Australian Government supports programs available under the AAPS at USP and FNU. See below for access to course information.

[www.usp.ac.fj](http://www.usp.ac.fj)

[www.fnu.ac.fj](http://www.fnu.ac.fj)

**Q12. Are applicants required to identify a university in Fiji and program of study when completing an AAPS application form?**

A. Yes. You will need to identify your program of study on your application form for The University of the South Pacific (USP) and The Fiji National University (FNU).

Applicants must research carefully before completing the application form. Once the application is submitted, course preferences cannot be changed. Should your application for an Australia Award be successful, you are expected to undertake the program of study you included in your application.

**Q13. How do I select a suitable program of study and enter it on the application form?**

A. The only courses of study you can apply for under the AAPS are:

- Postgraduate Diploma in Midwifery
- Diploma in Early Childhood Education and Care
- Trade Diploma in Building
- Trade Diploma in Quantity Surveying
- Trade Diploma in Mechanical Engineering
- Trade Diploma in Electrical Engineering
- Trade Diploma in Automotive Engineering

**Q14. Do I need an acceptance offer from the institution at the time of applying?**

A. No, however you need to be sure you meet the course requirements AND submit your institution application with your AAPS application form. The Australian High Commission in Fiji and the Australia Awards team will facilitate your placement at the institution upon confirmation of an award.

**Q15. Can the Australia Awards fund my existing program of study?**

A. No. Australia Awards do not provide support for completion of current studies.

## Eligibility

### Q16. What are the eligibility criteria for applying for an Australia Awards Pacific Scholarship?

- A. AAPS applicants must meet **all** eligibility requirements (detailed in the Australia Awards Pacific Scholarships Policy Handbook) **and** meet **all** criteria specific for Fiji.

AAPS applicants must meet the following **general criteria**:

- be a minimum of 18 years of age on January 1st of the year they are commencing the scholarship
- be a citizen of Fiji
- not be married, engaged to, or a de facto of a person who holds, or is eligible to hold, Australian or New Zealand citizenship or permanent residency, at any time during the application, selection or mobilisation phases (note: residents of Cook Islands, Niue and Tokelau with New Zealand citizenship are eligible)
- not be a citizen of Australia or New Zealand, hold permanent residency in Australia or New Zealand or be applying for a visa to live in Australia or New Zealand permanently
- not be applying for another long-term Australia Award Pacific Scholarship unless they have resided in their home country for two years since the conclusion of their scholarship
- have satisfied any specific criteria established for Fiji (see below)
- be able to satisfy the admission requirements of the institution at which the award is to be undertaken
- Applicants must inform the Post of any connection or relationship to staff employed at Program Areas or Post or with managing contractors so that the application may be properly and transparently managed.

AAPS applicants must also meet the following **Fiji specific criteria**:

#### **Technical/Vocational applicants:**

- must have an FSLC minimum aggregate mark of 250 out of 400 or its equivalent (for English and three best subjects)
- mature age applicants should have at least three years' relevant work experience, achieved a pass grade at least either Year 12 or Year 13 level or equivalent or through some form of continuing education or work-related training
- should not hold TVET qualification(s)
- be a minimum of 18 years of age at the time of commencing the scholarship
- must not be serving an existing scholarship bond with any other government.

### Q17. Do I have to be employed full-time to apply for the scholarship?

- A. No. You do not have to be in full-time employment at the time of submission of your application, however you need to clearly demonstrate your ability to contribute to the priority sector selected.

### Q18. What supporting documents must I attach to my application?

- A. Applicants must submit all supporting documents listed in the AAPS Handbooks.

Guidance for applicants on using the online application facility OASIS is at:

<http://www.dfat.gov.au/about-us/publications/Pages/oasis-applicant-user-guide.aspx>

Applicants will need to supply a number of documents to support their scholarship application including, but not necessarily limited to:

- a certified copy of original formal degree graduation certificate
- a certified copy of original official academic transcript/s
- a certified copy of a citizenship document (e.g. passport or national identity card)

- a certified copy of original birth certificate and, if not in English, a certified translation
- a current curriculum vitae (CV) briefly detailing work history and responsibilities (and research experience, if relevant to the application)
- referee reports: at least one academic referee report and at least one other referee report (e.g. a work supervisor).
- A template for the preferred format of a referee report is available at <http://dfat.gov.au/people-to-people/australia-awards/pages/how-toapply-for-an-australia-awards-x>

Applicants submitting a hardcopy application for Australia Awards Pacific Scholarships must also provide the following documents to meet the specific requirements for Fiji:

Document type	Certified
One completed Australia Awards Pacific Scholarships application form with a recent photograph on each form	No – original only
One completed <u>USP or FNU</u> application form depending on the program of study selected	No – original only
Curriculum Vitae of applicant detailing personal details, academic qualifications and work-related experience (no more than three pages)	No – original only
A copy of the Form Six /Year 12 official results notice	Yes
A copy of the Form Seven/Year 13 official results notice if applicable	Yes
Statement from last institution attended that English was the language of instruction	No – original only

**Q19. What happens if I do not upload one of the required documents?**

- A. Your application will be deemed ineligible and you will not be considered for a scholarship.

**Q20. What is meant by a certified copy of an original document?**

- A. Certification is where an authorised person has checked the copy of the document against the original document to ensure that the copy is true and accurate. Certified copies are photocopies which have been signed by a public notary, Justice of the Peace, or School Principal/Academic registrar of the institution providing the course, after the sighting of your original documents.

All transcripts need to be certified, the Australian High Commission in Fiji then certifies official transcripts for institution purposes for successful awardees.

**Q21. I have recently completed a further university qualification and have not obtained my certificate yet. Should I submit my transcript only?**

- A. A fresh graduate who has not yet received a certificate can submit their transcript and an acknowledgement letter from the university stating that they have completed their degree. All previous study/qualifications must be included in the application including any overseas or incomplete qualifications.

**Q22. Does evidence of work experience have to be submitted with application?**

A. Yes. Evidence of work experience must be provided. Please note:

1. paid internships are considered as work experience/employment
2. work experience is calculated up to 30 April 2018 (closing date of applications)
3. This evidence of work experience can be a combination of part-time experience/employment, so long as the full-time equivalency (of 24 months) can be readily calculated and evidenced.

This evidence (or combination of evidence) must indicate position/s held, name of the applicant, and duration of employment i.e. including start date and end date (or if employment is ongoing). Evidence must satisfy the 24 months eligibility requirement. This evidence must be dated and signed by the employer.

Evidence and statements should clearly indicate **if the position was full-time or part-time**. If part-time it must specify the:

- percentage of work undertaken compared to full-time work (e.g. 50% or half time) or
- number of days worked each week (e.g. 3 days per week) so that full time equivalency can be readily calculated.

**Q23. Why might an application be deemed ineligible?**

A. The most common reasons applications are rejected/deemed ineligible include:

- applicants apply for the wrong level of study (AAS Fiji – Undergraduate and Postgraduate only. AAPS Fiji – up to Advanced Diploma only)
- required supporting documents are not provided
- required documents are not provided in the correct format
- evidence of work experience requirement has not been met or sufficiently evidenced
- applicant has an equivalent qualification at the level they are applying for (Masters qualification).

Any document (specified as necessary) missing from an application results in your application being deemed ineligible.

The most common documents omitted are statements and/or evidence of work experience, Degree certificate/s academic, transcript/s and CV's.

Applicants are reminded to carefully consult the required documents and OASIS User Guide about the process for correctly uploading documents (including the maximum document MB size allowed).

**Q24. How will I know if my online application is submitted? Can I print it? Can I download a soft copy?**

A. You will receive an e-mail confirming the application has been submitted.

You must print and/or download a soft copy of your application before you submit it. Once an application has been submitted, it cannot be printed or downloaded.

Before you submit your application you should pay special attention to ensuring your Supporting Documents have been uploaded and appear in the list on the Documentary Evidence screen (in accordance with the OASIS User Guide: <http://www.dfat.gov.au/about-us/publications/Pages/oasis-applicant-user-guide.aspx>).

We suggest that you have the list of our Required Documents and you cross check them against the list of the document that you have uploaded.

If you are submitting a hardcopy application, please hand deliver/mail to:

- The Fiji Program Support Facility Suva, Level 2, Sabrina Building. Corner Gordon Street and Victoria Parade, Suva,
- The Fiji Program Support Facility, Lautoka. Old Treasure Island House, Marine Drive, Lautoka
- The Fiji Program Support Facility, Labasa. Lot 11 Nanuku Street, Labasa

30 April 2018.

## Selection

### **Q25. How are applications assessed?**

- A. Following eligibility checking, applications will be assessed and then short-listed. The selection process will include an interview for those identified as best meeting the assessment criteria.

Applications and performance at the interview will be assessed against the following criteria:

- Academic competence
- Potential outcome, including contribution to development outcomes in Fiji
- Professional and personal leadership attributes.

### **Q26. When will I hear about my application?**

- A. Shortlisted applicants can expect to hear if they have been selected for interview in July 2018. ONLY applicants being invited to interview will be contacted.

### **Q27. Why have I not been selected for interview?**

- A. The selection criteria includes a review of an applicant's proposal, references, curriculum vitae, academic qualifications, employment history, and proposed Technical/Vocational field of study.

Applications are further reviewed against the priority sectors determined by the Australian High Commission in Fiji in consultation with the Government of Fiji and the private sector. Please review the [Fiji Country Profile](#) for details on the 2019 priority areas. Candidates are not selected on any single criterion.

### **Q28. Who will be on the interview panel?**

- A. The interview panel can consist of any combination of representatives from the following: the Australian High Commission in Fiji, Government of Fiji, and the private sector.

## Award of Scholarships

### **Q29. When will applicants be notified that they have been awarded a scholarship?**

- A. Applicants will be notified if they have been offered a provisional AAPS award around late August 2018.

### **Q30. What do Australia Awards Scholarships cover?**

- A. Full scholarships are offered for the minimum period necessary for you to complete the academic program specified by the university, including any preparatory training. Scholarships cover tuition and compulsory academic fees, establishment allowance, fortnightly stipend, basic health insurance, supplementary academic support.



**Q31. Do I have to provide a reference from my current work place or supervisor?**

- A. Not necessarily, however if you are planning on returning to work for your employer then ideally your employer should provide a letter of support outlining how the program of study will benefit the workplace and contribute to Fiji's development. If you do not provide a support letter from your employer then you must include references from other reliable parties to validate your application.

**Q32. I am having difficulty filling in my application. Can you help me?**

- A. For extra assistance filling in your online application, please see <http://www.dfat.gov.au/aboutus/publications/Pages/oasis-applicant-user-guide.aspx>.

For assistance completing a hard copy application form, please contact the Australia Awards team at [australiaawards@ausfijifacility.org](mailto:australiaawards@ausfijifacility.org) or on 331 2141.

**Q33. What is the age limit to apply for an Australia Award?**

- A. There is no age barrier to apply for an Australia Award Scholarship although a scholar's potential outputs on return will be assessed during selection.

## Awardees

**Q34. Is there any preparatory training?**

- A. Yes. Successful Australia Awards Pacific Scholarships applicants will attend an orientation workshop upon commencing their study.

**Q35. Where can I go for help if my questions are not answered here?**

- A. Please send your questions to [australiaawards@ausfijifacility.org](mailto:australiaawards@ausfijifacility.org) or contact the Fiji Program Support Facility, Australia Awards team on 3312141 for Suva; 6662800 for Lautoka or 8811800 for Labasa.

**Q36. If I am required to submit a hardcopy application, where do I submit this?**

If you are submitting a hardcopy application, please hand deliver/mail to:

- **Suva:** The Fiji Program Support Facility, Suva, Level 2, Sabrina Building. Corner Gordon Street and Victoria Parade, Suva
- **Lautoka:** The Fiji Program Support Facility, Lautoka. Old Treasure Island House, Marine Drive, Lautoka
- **Labasa:** The Fiji Program Support Facility, Labasa. Lot 11 Nanuku Street, Labasa

by 30 April 2018.

