

OS-Help Loans Eligibility Requirements

Loan Amounts for 2020

Countries other than Asian - \$6,913

Asian Countries - \$8,295

Asian Language Supplement - \$1,104

OS-HELP loans are only available to Australian citizens, holders of a permanent humanitarian visa and NZ Special Category Visa holders who meet the residency requirements. Applicants must be enrolled and studying in a Commonwealth supported place.

As part of the application process for an OS-HELP loan you must provide a completed and signed application form; OS-HELP Commonwealth Assistance Form (CAF) with details of your tax file number and the following supporting documentation -

Exchange & Study Abroad Programs

- Official Credit Approval Letter with minimum 30 units of credit.
- Exchange credit must be listed as going toward current degree of enrolment.
- A minimum of 80 units must be showing as completed in current academic program of study, which can include transferred credit from previous study as a Commonwealth supported student.
- Must have at least 10 units of study remaining to complete upon return to Australia after exchange completed.

Short Courses

- Official Credit Approval Letter which lists units of credit (usually 10 or 20 units).
- A copy of the course syllabus which confirms number of weeks of study in short course, costs and dates proposed.
- Must pass the following formula when applied.

$$\text{Number of units of credit} > \text{or} = (\text{weeks of study} / 18 \times 30)$$

- The credit must be listed as contributing to the current degree of enrolment.
- A minimum of 80 units must be showing as completed in the current academic program of study, which can include transferred credit from previous study as a Commonwealth supported student.
- Must have at least 10 units of study remaining to complete upon return to Australia after exchange completed.

Other Approved Overseas study experiences including placements, study tours and excursions

- Must provide a letter confirming proposed overseas experience will count directly toward the completion of specific program (degree) enrolled in relevant term/semester. (**Template of required letter provided on reverse.**) The letter must be signed off by relevant Course Co-ordinator/Convenor.
- A minimum of 80 units must be showing as completed in the current academic program of study, which can include transferred credit from previous study as a Commonwealth supported student.
- Must have at least 10 units of study remaining to complete upon return to Australia after exchange completed.

Note: if you are a student of UoN studying a course via **cross institutional enrolment at another university within Australia**, and wish to take advantage of OS-HELP for a study experience, you will need to follow the above guidelines and have confirmation from relevant Faculty officer and Course Convenor that the study you will be undertaking whilst overseas will meet the course requirements.

Asian Language Supplement

Students undertaking study in Asia may be eligible for a supplementary loan amount **up to \$1,104** to assist with the cost of language study, undertaken in preparation for overseas study in Asia

- Providers are responsible for determining the suitability of the language study as preparation for the student's overseas study.
- The student must supply proof of evidence to the provider they are undertaking the language study eg proof of enrolment, proof of application for admission to the language course or a signed declaration from the student detailing the language study they are undertaking. Evidence of the cost of the language study must also be provided.
- Please refer to the following link for further information - [OS-HELP 2020](#)



THE UNIVERSITY OF
NEWCASTLE
AUSTRALIA

Fees Office
Student Processes
The University of Newcastle
Callaghan NSW 2308

<Date>

Dear Colleague

School of _ _ _ _ _

We confirm that **<Student Name> <Student Number>** will be attending **< list the placement, excursion or other kind of overseas experience>** in **<location and country>** as an approved component of **<list degree title>** in which the student is enrolled for (*list term of enrolment*).

The participation in this overseas experience, from **<proposed commencement date>** to **<proposed completion date>**, will directly contribute to the successful completion of **<list course code>**

Yours Sincerely

.....
Course Co-ordinator