

TERTIARY EDUCATION ASSISTANCE PROGRAM

2027 APPLICATION FORM

The SDA is proud to help SDA members who are studying at a tertiary level with their education costs.

The Union has $1,200 TEAP packages for SDA members to assist them with expenses relating to their university studies in 2027.

There are also six $600 TEAP packages to help those studying at TAFE and other tertiary colleges in 2027.

Full details are set out in the "Conditions of Entry" on the back of this leaflet.

But remember — the Tertiary Education Assistance Program is available only to financial members of the Union.

Members must use the Application Form contained in this leaflet to apply. Please attach additional pages if you require more space.

Applications may be sent by post or scanned and emailed to **secretary@sdansw.asn.au** together with any supporting documents.

They must be received by the SDA's Sydney office no later than 29 January 2027.

sda NSW & ACT

HELPING TO BUILD YOUR FUTURE

TERTIARY EDUCATION ASSISTANCE PROGRAM APPLICATION FORM

RETURN THIS FORM TO **SDA TEAP, PO BOX K230, HAYMARKET NSW 1240** OR SCAN AND EMAIL IT TO **SECRETARY@SDANSW.ASN.AU** BY **29 JANUARY 2027**

Please read the attached "Conditions of Entry" prior to completing this Application Form. All Applications must comply with these conditions. Application Forms received after 29 January 2027 will not be considered. Please ensure you provide all details as requested. If further space is needed, attach extra pages.

Name . . . . . [Surname]

. . . . . [Given Name(s)]

Home Address . . . . . .

. . . . . .

Town/City . . . . . Post Code . . . . . .

Mobile Phone No. . . . . .

E-mail Address . . . . . .

Date of Birth . . . . . .

SDA Membership No. . . . . .

Workplace . . . . . .

Please provide the details of the course you are enrolled in at a University, TAFE or other tertiary college (year 12 students, provide anticipated course if enrolment is not yet confirmed):

Name of Institution: . . . . . .

Name of Degree: . . . . . .

Year of Enrolment in 2027 (e.g. 2nd year of 3): . . . . . .

1. **Please outline your 2026 results below, and attach supporting documentation:**

. . . . . .

. . . . . .

. . . . . .

. . . . . .

2. **Are there any other academic achievements you would like to let us know about?**

. . . . . .

. . . . . .

. . . . . .

. . . . . .

3. **What do you hope to choose as a future career after completing your course?**

. . . . . .

. . . . . .

. . . . . .

. . . . . .

4. **What financial difficulties do you face as a student? How do your personal financial circumstances affect your study?**

. . . . . .

. . . . . .

. . . . . .

. . . . . .

5. **How would you use the Tertiary Education Assistance Program in order to meet these difficulties? How would the TEAP assist you in your studies?**

. . . . . .

. . . . . .

. . . . . .

. . . . . .

. . . . . .

6. **Please give us some information about yourself.**

Sporting clubs/activities:

. . . . . .

. . . . . .

. . . . . .

. . . . . .

Other associations to which you belong at University, TAFE or other tertiary college, for example, student clubs or organisations:

. . . . . .

. . . . . .

. . . . . .

. . . . . .

Any volunteer work with community organisations and/or charities:

. . . . . .

. . . . . .

. . . . . .

. . . . . .

7. **Anything else you consider relevant to your application:**

. . . . . .

. . . . . .

. . . . . .

. . . . . .

. . . . . .

APPLICANT DECLARATION

I, [insert name] _____, have read, understood, and agree to be bound by the "Conditions of Entry" attached to this Application Form, indicated by my signature below. I have provided in full all details requested in the Application Form, and understand that the decision of the Shop, Distributive and Allied Employees' Association, New South Wales Branch is final and no correspondence will be entered into. If I am a successful Applicant, I shall abide by all terms and conditions set out in the "Conditions of Entry".

Signed . . . . . Date . . . . . .

CONDITIONS OF ENTRY TO THE SDA TERTIARY EDUCATION ASSISTANCE PROGRAM

1. The Shop, Distributive & Allied Employees' Association, NSW Branch ("SDA") offers ten (10) $1,200.00 Tertiary Education Assistance Program ("TEAP") payments in 2027 for University students. Successful Applicants will receive this payment for the year 2027 only.
2. The SDA also offers six (6) $600.00 TEAP payments in 2027 for TAFE or other tertiary college students. Successful Applicants will receive this payment for the year 2027 only.
3. All Applicants agree to be bound by the "Conditions of Entry". Further, all applications must comply with the "Conditions of Entry". Failure to agree or comply with the "Conditions of Entry" will invalidate that application.
4. Applications for the SDA Tertiary Education Assistance Program are limited to financial members of the SDA.
5. **To remain eligible for the TEAP payments, successful Applicants must remain a financial member of the SDA for the year of grant.**
6. The SDA will determine the successful Applicants from all applications received by the SDA on or before 29 January 2027. No applications received after this time will be considered.
7. Successful Applicants will be notified by post in February 2027.
8. Applications for the SDA TEAP are limited to those financial members of the SDA who are enrolled, or intend to enrol, in a University, TAFE or other tertiary college, either as a full-time or part-time undergraduate student for the 2027 academic year.

   The phrase "full-time and part-time undergraduate student" includes those students who are enrolled or intend to enrol in distance education courses.

   The phrase "full-time and part-time undergraduate student" does not include students enrolled or enrolling in postgraduate courses.

   Proof of enrolment must be provided to the SDA upon request.
9. All decisions regarding the award of TEAP payments by the SDA are wholly at the SDA's discretion and are final. No further correspondence will be entered into.
10. Each application received will be assessed on its merits, including the following criteria:
    (a) Academic record of the Applicant;
    (b) Level of the Applicant's community involvement; and
    (c) Financial needs of the Applicant.
11. Successful Applicants who are University students shall receive two (2) instalments of $600.00, one (1) for each half-year University semester, during the calendar year 2027.
12. Successful Applicants who are TAFE or other tertiary college students shall receive two (2) instalments of $300.00, one (1) for each half-year TAFE or other tertiary college semester, during the calendar year 2027.
13. It is a condition of receiving TEAP payments that successful Applicants who are University students are required to submit to the Secretary, not later than 30 June 2027 and 31 December 2027 respectively, receipts to the value of $600.00, as proof of appropriate use of the TEAP payment.
14. It is a condition of receiving TEAP payments that successful Applicants who are TAFE or other tertiary college students are required to submit to the Secretary, not later than 30 June 2027 and 31 December 2027 respectively, receipts to the value of $300.00, as proof of appropriate use of the TEAP payment.
15. It is a condition of receiving TEAP payments that successful Applicants do not use their TEAP payment or payments for the purposes of paying tuition fees or Higher Education Loan Program (HECS-HELP) payments. **TEAP payments can, however, be used towards administrative costs such as enrolment fees.**
16. **The phrase "appropriate use of the TEAP payment" in points 13 and 14 above is defined to mean direct costs incurred by the Applicant in and for the course of his or her study. The Secretary retains the exclusive discretion of determining what items may constitute "appropriate use of the TEAP payment" (e.g. printer, ink, laptop, desk, stationery). No payment will be made for item(s) deemed not an "appropriate use of the TEAP payment" (e.g. mobile phone, rent), or direct costs incurred by the Applicant in the course of his or her study.**
17. A failure to provide the SDA with receipts by the above mentioned dates shall, at the discretion of the Secretary, result in forfeiture of any further moneys otherwise payable under the TEAP.
18. The SDA may require, from time to time, a progress report from the successful Applicant.
19. In the event a successful Applicant withdraws from his or her studies after:
    (i) receipt of the first instalment, the moneys received shall be repaid in full to the SDA within twenty-eight (28) days and no further payment shall be made;
    (ii) receipt of the second instalment, the amount received for the second instalment only shall be repaid in full to the SDA within twenty-eight (28) days.
20. All Applicants must complete an "Application Form" in the approved form attached to the "Conditions of Entry".
21. All "Application Forms" must be signed personally by the Applicant, who by his or her signature agrees to be bound by the "Conditions of Entry".

Authorised by Bernie Smith, Branch Secretary-Treasurer, Shop, Distributive and Allied Employees' Association, NSW Branch, Level 3, 8 Quay Street, Sydney NSW 2000.
10/26022