

## Australia Awards

### Supplementary Academic Support (SAS) Information

### Frequently Asked Questions

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#### What is the SAS?

A limited amount of funding is available to assist Australia Awards students to succeed in their studies.

#### How much can I access?

Australia Awards students may access \$500 every six months (i.e. \$1000 a year) for the period of the scholarship, but cannot be spent in advance. Check with your Australia Award contact officers how much you have left to access.

#### What can I use it for?

- tutoring/academic support
- editing thesis
- academic training or workshops (e.g. academic writing skills)
- For research awardees only – attending conferences where you are presenting your research

#### How can I access it?

- 1 • Identify the extra academic support you need
- 2 • Fill in the SAS form and have it signed by supervisor, course coordinator, lecturer or Student contact officer
- 3 • Submit the form to Australia Awards Student Contact Officers
- 4 • Once approved, we will email you
- 5 • Either submit an invoice (bill) to be paid OR submit receipts and we will reimburse you
- 6 • We will pay into your bank account or pays the company/tutor directly

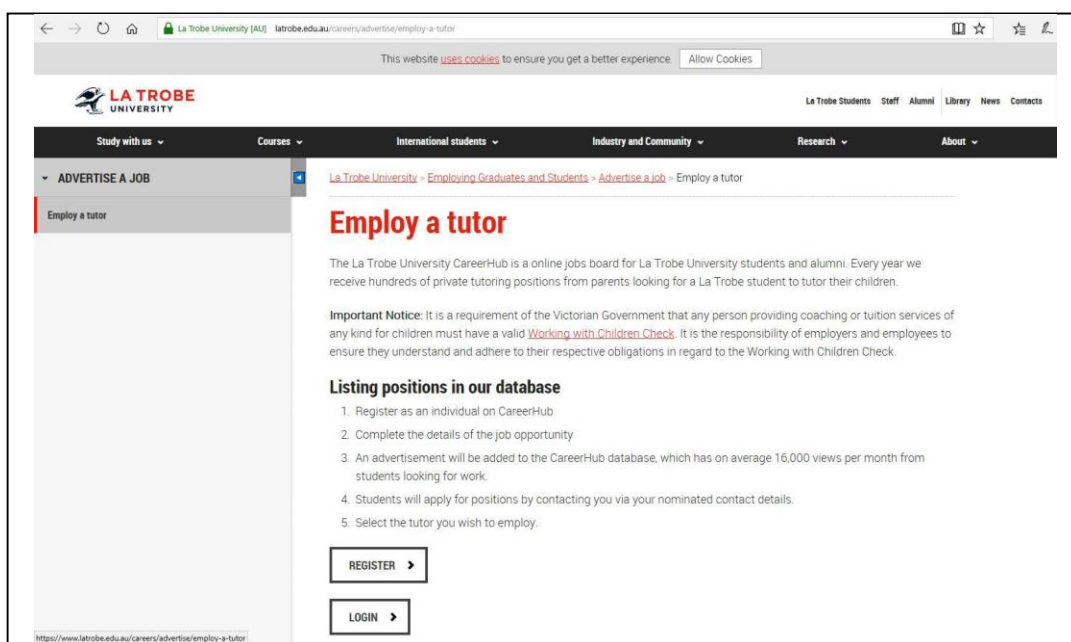
#### What sort of documentation to I have to submit?

We need either:

- An invoice (bill) from the person providing the service (e.g. the tutor) with clear information about the service being provided, and how to pay them (bank account etc.) OR
- Original receipts showing you have paid so we can reimburse you. *Examples include receipts for tutoring hours.*

## How can I find a good tutor?

The best place to start to identify a tutor is with your faculty or the [Career Hub](#). On the Career Hub website, you can post an advertisement for a tutor to help you or search the listings of current and former students who offer their services to tutor students and various levels. Costs are listed on the website, but approximately \$40 per hour is usually charged for their services.



## Tips on choosing a tutor

Think carefully about what you want to actually achieve through tutoring. Considerations may include:

- Do you want a tutor to help you achieve high marks? Or maybe it is to help you with a subject you are struggling with?
- What subjects will they cover?
- When and how often will the sessions be held?
- Where will the sessions be held?
- Is the tutoring going to be on-going or only short term?

It is a good idea to create some questions based on the above considerations, as this will assist in selecting the best candidate. Remember, high academic achievement does not necessarily mean they will be a right tutor; other factors such as communication skills and reliability may be just as important. It is reasonable to conduct a phone interview, ask for a resume, or ask for referees.

You need to set the terms and agree on payment. You can pay them directly and be reimbursed by the Australia Awards program once your SAS has been approved. Note you can only spend \$500 per semester, and it rolls over if it's unspent to the next semester. You cannot spend it in advance.

## Where can I find out more information?

Read your [Australia Awards Policy Handbook](#) regarding the Supplementary Academic Support or talk to your Australia Awards Student Contact Officer (SCO) via email [sponsoredprograms@latrobe.edu.au](mailto:sponsoredprograms@latrobe.edu.au)