

# Defence Assisted Study Scheme Application

• [DI\(G\) PERS 05-1](#) refers

## Part A - To be completed by applicant

<b>Personal details</b>				
Rank	Family name	Given name(s)		Employee ID
Service	Full-time, Part-time or Reserve	Corps, branch, mustering, specialisation or category		Service number
Full workplace address				Years of effective service to date
Phone number	Mobile number	Fax number	Email address	

### Separation information

Have you applied for separation or are you separating for service reasons?

Yes  → If 'Yes', what is your separation date?

No  → If 'No', in what month and year do you intend to cease full-time service?

Did you apply for advanced standing under the ADFHEAS Scheme? *(For statistical purposes only)*

Yes  No

For more information regarding ADFHEAS refer to [www.defence.gov.au/adfheas/](http://www.defence.gov.au/adfheas/).

### Previous sponsorship

Have you previously received sponsorship under DASS, DFASS, SVETS or any other Defence scheme, or by any other Defence institution?

Yes  No

If 'Yes', please provide details below *(Attach additional information if there is insufficient space)*

Institution	Course	Dates of course

**Level of DASS sponsorship applied for in this application** *(Tick appropriate box)*

Level 1  Level 2  Level 3 - Transition  Level 3 - Professional Development

**Details of intended course and subjects** *(Note: DASS can only be approved for a maximum of one academic year at a time)*

Course title			Institution	
Session	Session dates <i>(start and finish months)</i>	Subject or unit title	Subject or unit code	Subject cost

**Note:** Sessions may be semesters (1, 2), trimesters (1, 2, 3), or quadrimesters (1-4).

**Part A - To be completed by applicant - continued**

**Detailed statement of justification to support your application**

- For levels 1 and 2 - please specify your proposed area(s) of specialisation during the course and outline the course content. Explain how the specialisation and content will benefit your career now or in the likely future, and/or contribute to your work area or wider Defence needs.
- For level 3 - please outline the course content and explain how it will assist your career transition following separation from the ADF, or further your vocational or professional development.
- For all levels - please attach brochures about the course content.

Justification (If insufficient space, please attach your statement of justification)

**Support requested**

**Costs for subjects or units being applied for under this application** (Refer [DI\(G\) PERS 05-1](#) for eligibility)

Can this course be studied under HECS-HELP? Yes  No

HECS-HELP up-front value	<input type="text"/>
Tuition fees (non HECS-HELP)	<input type="text"/>
Other compulsory fees	<input type="text"/> Please specify
Published compulsory course materials <i>(Level 1 only)</i>	<input type="text"/>
<b>Total</b>	<input type="text"/>

**Time release requirements for this application**

	Session 1	Session 2	Session 3	Session 4
Approximate start and finish dates <i>(Start and finish months will suffice)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total time required for study activities <i>(eg private study, lectures, tutorials)</i>	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Total time required for compulsory residentials <i>(1 day = 7.5 hours)</i> and travel to and from those residentials	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Total time per session <i>(Time cannot exceed 90 hours in a semester, 60 hours in a trimester and 45 hours in a quadrimester)</i>	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Total time per year <i>(Time cannot exceed 180 hours per year)</i>	<input type="text"/> hours			

**Time release for examinations and travel for study activities for this application**

- All approved applicants may be released from normal duty for examinations and travel to and from examinations to a maximum of five days.
- In addition to the time required for study activities, members may be released for up to three hours per week for travel between work and study activities.

Examination leave <i>(1 day = 7.5 hours)</i>	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours
Travel time per week	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours	<input type="text"/> hours

**Certification**

I certify that I have read and understand [DI\(G\) PERS 05-1](#) and agree that:

- I must not anticipate the approval of this application or level of reimbursement.
- I am able to pay for all course costs.
- I will only be reimbursed upon successful completion of the studies detailed in this application.
- I must apply for reimbursement by specified cut-off dates

Applicant's signature	Date
<input type="text"/>	<input type="text"/>

