OS-HELP Loan Policy

Section 1 - Summary

(1) This Policy outlines the eligibility requirements for the Overseas Higher Education Loan Program (OS-HELP) at Victoria University that are compliant with the Higher Education Support Act 2003 (Cth).

Section 2 - HESF/ASQA/ESOS Alignment

(2) HESF: Standard 3.3 Learning Resources and Educational Support; 2.4 Student Grievances and Complaints.

Section 3 - Scope

(3) This Policy applies to eligible full-time Commonwealth Supported (CSP) higher education students who study at an approved institution overseas.

Section 4 - Definitions

(4) Student Exchange

(5) Study Abroad

(6) Study Tour

(7) Short Program

(8) OS-HELP

(9) EFTSL

(10) CSP

Section 5 - Policy Statement

(11) OS-HELP is available to eligible full-time Commonwealth Supported (CSP) higher education students who study at an approved institution overseas via the following programs:

a. Student Exchange;
b. Study Abroad;
c. Study Tour;
d. Short programs.

(12) Current loan amounts can be found on the Australian Government Study Assist website.

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Part A - Eligibility for the OS-HELP Loan

(13) Students are eligible for one loan per six month study period and a maximum of two six month periods.

(14) To be entitled to OS-HELP assistance for a six month study period overseas, students must:

a. Be an Australian citizen or hold a permanent humanitarian visa;
    i. New Zealand Special Category Visa holders may be eligible to access HELP loans provided they came to Australia as a dependent child and meet the relevant residency criteria.
b. Not have received an OS-HELP Loan on more than one other occasion;
c. Be enrolled in a Commonwealth Supported Place;
d. Have already completed at least 1.0 equivalent full-time student load (EFTSL) of study that counts towards their course (96 credit points), as a Commonwealth supported student.
e. Be receiving credit or placement hours for the course of study in which they are enrolled with Victoria University;
f. Be outside Australia while undertaking the study;
g. Still have at least 0.125 EFTSL of study to complete in their course (12 credit points), on return from overseas study;
h. Supply their Tax File Number;
i. Complete an OS-HELP loan application and an OS-HELP debt confirmation via MyVU;
j. Be selected by Victoria University to receive an OS-HELP loan.
k. Not have been granted an OS-HELP loan by another provider for an overlapping six month study period;

(15) Students are eligible for additional funds if studying in Asia, and if undertaking Asian language studies separate to their award course.

(16) To be eligible for OS-HELP assistance for an Asian language related to overseas studies in Asia, students must:

a. Not receive credit for their Asian language studies (see Clause 14). The language study must be aimed at assisting students in their main overseas course in an Asian country;
b. Commence the language study prior to the start of their main overseas course;
c. Be applying for OS-HELP assistance for their main overseas course in addition to the OS-HELP language subsidy;
d. Not have received an OS-HELP language subsidy on more than one other occasion;
e. Provide the details of the language they will be studying, course commencement and end date to Victoria University.

Review

(17) Students who are not selected for a loan may seek a review of the decision by the Chief Student Officer.

Section 6 - Procedures

(18) OS-HELP Loan Procedure

Status and Details

Status	Current
Effective Date	20th July 2022
Review Date	20th July 2025
Approval Authority	Chief Student Officer
Approval Date	19th July 2022
Expiry Date	Not Applicable
Accountable Officer	Lisa Line Deputy Vice-Chancellor Enterprise and Digital Lisa.Line@vu.edu.au
Responsible Officer	Darrel Caufield Chief Student Officer darrel.caulfield@vu.edu.au
Enquiries Contact	Steve Wright Director, Admissions, Enrolments, and Graduations +61 3 9919 4078

Glossary Terms and Definitions

"OS-HELP" - Financial Assistance to eligible CSP to undertake part of their course of study overseas. Not eligible for remission.

"Student Exchange" - Approved study with an Exchange Partner institution. Fees paid to VU.

"Study Abroad" - Approved study with an overseas institution. Fees paid to the host institution.

"Study Tour" - An academic-led program leading a group of students travelling overseas, usually for two to four weeks.

"EFTSL" - Equivalent full-time student load.

"CSP" - Commonwealth Supported Place.

"Short Program" - A short program (usually Summer/Winter) with fees paid to host institution.

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