



# **VIETNAM VETERANS ASSOCIATION OF AUSTRALIA**

## **VICTORIAN BRANCH (INCORPORATED)**

### **ADMINISTRATION INSTRUCTION NUMBER 29**

### **EDUCATION ASSISTANCE TO DEPENDENTS OF VIETNAM VETERANS**

#### **Introduction**

1. Dependents of Victorian Vietnam Veterans may receive financial assistance with the costs of education at primary, secondary and tertiary level of education through either a grant or bursary.
2. The objectives of these grants/bursaries is to enable the dependent/recipient to continue studies at their respective levels of schooling and as applicable, work towards and enter a successful career in the community.
3. The basic criteria to receive financial education assistance is that the applicant must be a familial dependent of a Victorian Vietnam Veteran and live in Victoria, or attend a school in the immediate area of a twin State Border town ie Albury/Wodonga. Additionally, requests for assistance will be subject to a check to verify financial necessitous circumstances.
4. The availability and sources of funding for this financial assistance are discussed further in this Administration Instruction.

#### **Secondary and Primary Level Education Assistance**

5. No formal procedure or bursary system exists for grants at the Primary or Secondary education levels. It is expected that in the first instance, sub-branches will be approached to seek assistance.
6. The basic criteria to receive secondary/primary education assistance is the applicant (dependent) must be a familial dependent of a Vietnam Veteran and live in Victoria, or attend a school in the immediate area of a twin State Border town ie Albury/Wodonga.
7. The Sub-Branch may provide a grant for the payment of items such as school uniforms, school books, school fees, excursion costs etc.
8. When considering such grants, the Sub-Branch should first examine the circumstances through the Sub-Branch Welfare Officer in order to verify the accuracy of the request. Grants are payable from the Sub-Branch Welfare account.

9. The level of monies that may be requested for secondary/primary level education assistance should be well within the means of the Sub-Branch however, where the Sub-Branch may have limited funds, a request for assistance may be forwarded to the State Secretary for consideration by the State Branch Education Committee.

### **Tertiary Level Education Assistance**

10. There are two bursaries available for tertiary level students, they are:
  - a. Long Tan Bursary (awarded through the Australian Veterans' Children Assistance Trust [AVCAT])
  - b. William Hacking Bursary (awarded thorough the Victorian State Branch Education Committee).

### **Long Tan Bursary**

11. The Long Tan Bursary scheme is an initiative of the Australian Government through the Department of Veterans' Affairs and has been established to help eligible children of Vietnam veterans meet the cost of post-secondary education.
12. The award of the Long Tan Bursary is managed by AVCAT and to apply, the applicant must:
  - a. Within the means test, i.e. eligible on assets and income grounds for the Youth Allowance benefit for full time education.
  - b. Enrolled, or planning to enrol in a full-time course of tertiary education in Australia by attendance at a university, TAFE or college. The course must be of one or more academic years in length and should be at undergraduate level (some exceptions).
  - c. The child or grandchild of a person who has operational service with the Australian Navy, Army or Air Force, or three or more year's continuous full-time service as a member of the Australian Defence Force.
  - d. Under the age of 25 when applying, unless exceptional circumstances related to veteran's service exist.
13. Application forms are available from AVCAT and enquires about the Long tan Bursary can be made to AVCAT
  - a. Telephone: 1800 620 361.
  - b. Email: [avcat@dva.gov.au](mailto:avcat@dva.gov.au).
  - c. Website: [www.avcat.org.au](http://www.avcat.org.au),

### **William Hacking Bursary**

14. The William Hacking Bursary (the Bursary) is named after a Victorian soldier Sergeant William Hacking who was the first Australian soldier killed in action in Vietnam. Sergeant Hacking was posted to Vietnam on 29 July 1962 as a member of the Australian Army Training Team (AATTV) and was killed in action 1 June 1963.
15. The objective of the Bursary is to enable recipients to further their education and obtain the tertiary level qualifications needed to enter into a successful career in the community.
16. The aim of this section of the AI is to provide sufficient information to VVAA members or applicants so that it is clearly understood how the Bursary will be funded, what the

selection criteria will be and what the recipient responsibilities are.

### **Funding Arrangements**

17. The Bursary is funded through the Victorian State Branch Education Patriotic Fund Account (WPF 532). As determined by the State Council, there may be up to two Bursaries available. Each bursary is for a maximum of \$3,000 per annum for a three year period subject to the applicant providing written evidence of satisfactory academic achievement as outlined at paragraph 14 of this Administration Instruction.
18. Funding for the William Hacking Bursary is dependent on the level of funds available within the State Education account. Based on the determination of the State Branch Education Committee and subject to the availability of funds, there will be two William Hacking Bursaries awarded each year. There may however be instances where one bursary only will be awarded due to lack of available funding.

### **Eligibility Criteria**

19. To be eligible to receive the Bursary the applicant must be a familial dependant of a Vietnam Veteran and live in Victoria.

### **Application Process**

20. Applicants should first consider applying for Long Tan Bursary and for the William Hacking Bursary, expressions of interest or applications for the William Hacking Bursary must first be forwarded to the State Secretary (see State Branch website for details).
21. Applications can be made at any time throughout the school year and consideration will be given to applicants who are part-way through their studies and are having financial difficulties.

### **Selection Process**

22. Initially the Victorian State Branch will check with AVCAT to ascertain whether there are any suitable applicants who have not been successful in obtaining a Long Tan Bursary. If a potential applicant is identified, a William Hacking Bursary will be offered if a Bursary is available.
23. If there are no suitable applicants available through AVCAT, the State Branch Education Committee will then consider any applications received by the Secretary, using a similar format by AVCAT to decide Long Tan Bursary recipients.

### **24. Applications**

When considering the award of a William Hacking Bursary, the State Branch Education Committee will:

- a. Consider all applications on merit, including applications from students who are partway through their studies.
  - b. Seek appropriate supporting information.
  - c. Unsuccessful applicants may be considered for the provision of a "one-of" education assistance payment to the applicant.
25. The award of a Bursary will be formally advised at the next State Council meeting.

### **Duration of the William Hacking Bursary**

26. The duration of the Bursary is three years.
27. A recipient may defer studies subject to the approval of the Victorian State Branch Education Committee but will not receive any Bursary payments during the deferral period.
28. Bursary payments will cease at the completion of the three year period or when the recipient completes the approved course of study or if the recipient fails to continue with the approved studies.

### **Bursary Payments**

29. Successful recipients are eligible for Bursary payments of \$3,000 per annum over a three year period on the following basis:
  - a. Bursary payments are made by the State Treasurer on the advice of the Victorian State Branch Education Committee.
  - b. When first selected, a recipient will receive a payment of \$1,500.
  - c. Subsequent payments of \$1,500 will be made in January and July of each year dependant on the recipient providing written confirmation of their academic achievement in the previous six months.
  - d. The written academic achievement must indicate that the applicant has successfully completed their studies for the previous six months.
  - e. If the applicant did not successfully complete their studies for the previous six months, the Victorian State Branch Education Committee will determine whether to continue further Bursary payments.
  - f. If the applicant does not provide the written confirmation of their academic achievements for the previous six months, the Victorian State Branch Education Committee will determine whether to continue further Bursary payments.
  - g. The recipient must confirm the continuation of their studies by providing documentary evidence of enrolment in subjects for the next six months or year before subsequent payments are made.

### **Selection of Further Recipients**

30. A further Bursary recipient may be selected when:
  - a. A current recipient completes their course of study.
  - b. A current recipient fails to continue with their course of study.
  - c. The State Executive determines that funding is available for an additional bursary.

### **Education Grants other than Long Tan and William Hacking Bursaries**

31. Notwithstanding any other information in this AI, the State Branch Education Committee may approve education grants for any level of education to appropriate individuals on a needs basis.

### **CONCLUSION**

32. All Victorian based Vietnam Veterans and their dependants are actively encouraged to pursue education assistance through AVCAT or the William Hacking Bursary.

AI No 29  
Education Assistance to Dependents of Vietnam Veterans  
Amendment Table

Amdt No	Amendment	Approved
Review/Redraft	Whole document	SC - 6 Aug 11
1	Add new paragraph 31 and new heading for paragraph 31	SC – 17 May 14