# SUPPLEMENTARY ACADEMIC SUPPORT (SAS) APPLICATION FORM

**STUDENT FULL NAME**

**SID**

## 1. ACADEMIC SUPPORT (TICK AS REQUIRED)

- [ ] TUTORIAL ASSISTANCE
- [ ] THESIS EDITING

<table>
<thead>
<tr>
<th>SUBJECT/THESIS DETAILS</th>
<th>TUTOR/THESIS EDITOR DETAILS</th>
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</thead>
<tbody>
<tr>
<td>SUBJECT/THESIS NAME</td>
<td>FULL NAME</td>
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<tr>
<td>SUBJECT CODE</td>
<td>STAFF/STUDENT ID</td>
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<tr>
<td>ESTIMATED HOURS REQUIRED (MAX. 10)</td>
<td>PHONE</td>
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**COURSE COORDINATOR/LECTURER/SUPERVISOR** TO TICK BELOW AS APPROPRIATE:

- [ ] I recommend the above selected support to be provided
- [ ] I recommend and endorse the use of the listed tutor
- [ ] The assistance required cannot be provided by this department/school’s regular support mechanisms
- [ ] The assistance required is necessary for avoiding potential failure in this subject/area of study
- [ ] The assistance is necessary to ensure success in meeting articulation program requirements
- [ ] The assistance is necessary to ensure meeting thesis submission deadline
- [ ] I confirm that in endorsing the above tutor/thesis editor [External Interests Policy 2010](#) has been considered
- [ ] Other (specify)________________________

**NAME:** ___________________________  **POSITION:** ___________________________

**EMAIL:** ___________________________  **PH:** ___________________________  **SIGNATURE:** ___________________________

## 2. ACADEMIC DEVELOPMENT (RESEARCH STUDENTS ONLY)

<table>
<thead>
<tr>
<th>ACTIVITY NAME</th>
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<th>ACTIVITY PLACE &amp; PERIOD</th>
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<tr>
<th>LIST ITEMS (airfares, accommodation, registration fees, etc.)</th>
<th>AMOUNT</th>
<th>APPROVAL</th>
<th>REIMBURSE</th>
<th>APPROVAL</th>
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<td>(Airfares, accommodation, etc.)</td>
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**TOTAL EXPENSES** $ $ $ $ $ |

**OFFICE APPROVED SIGN & DATE**

**ATTACH FOR APPROVAL**

1. Statement from the faculty/lecturer/supervisor, or home country employer, confirming:
   - the expenditure is relevant or necessary to student’s academic and/or professional development; and
   - verifying the activity is provided by an industry recognised body.
2. Other relevant documentation (e.g. conference program, airfare booking, registration fee invoice…)

**ATTACH FOR CLAIM**

Tax invoice and proof of purchase (e.g. credit card statement) for all expenses incurred

**STUDENT SIGNATURE:** ___________________________  **DATE:** ___________________________

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**PLEASE SEE OVERLEAF FOR SAS RULES & GUIDELINES**
## SUPPLEMENTARY ACADEMIC SUPPORT (SAS) RULES & GUIDELINES

**Australia Awards** are prestigious international awards offered by the Australian Government to the next generation of global leaders for development.

Australia Awards Scholarship (AAS) students are entitled to a limited amount of Supplementary Academic Support (SAS).

The University of Sydney’s **Australia Awards Unit** administers SAS on behalf of its AAS students, ensuring equity, transparency and good use of public money.

SAS can be used by AAS students only, through Australia Awards Unit’s written approval, as follows:

| ACADEMIC SUPPORT | 1. To provide academic assistance (e.g. employing a private tutor) to students at risk of being unsuccessful in their studies, once all other academic support mechanisms provided by the University have been exhausted;  
2. To provide academic assistance to students with course articulation requirements (such as 65% GPA requirement for progression from a graduate certificate to a master degree), once all other academic support mechanisms provided by the University have been exhausted;  
3. For thesis editing. |
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<td>ACADEMIC DEVELOPMENT RESEARCH STUDENTS ONLY</td>
<td>4. To contribute towards meeting the costs of conferences and/or workshops and other activities necessary for the academic development of research students.</td>
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</tbody>
</table>
| PLEASE NOTE | This is an abbreviated version of SAS Rules and Guidelines.  
**Australia Awards Unit** reserves the right to administer SAS on a case-by-case basis, at its own discretion, and in line with the University’s contract with DFAT. |
| CONTACT | Australia Awards Unit, International Services, Lvl 4 JFR Bldg G02, 02 8627 8328 Fax 02 8627 8398  
australiaawards@sydney.edu.au |