

Scholarship Program

How to apply



Community Enterprise Foundation™

This applicant pack
is designed to assist
you to apply for a
scholarship through the
Community Enterprise
Foundation™.

For more information please contact the Foundation Team:

Phone: **1300 304 541**

Email: **foundation.mailbox@bendigoadelaide.com.au**

To commence your application log onto this site:

www.bendigobank.com.au/foundation



Before you apply

Eligibility Criteria:

The Community Enterprise Foundation™ (Foundation) facilitates many scholarship programs on behalf of the Bendigo & Adelaide Bank Group, Community Bank and corporate partners. Programs are either geographically and/or criteria specific for a target audience.

- Ensure you are applying for the right program
- Read the specific program details carefully
- Ensure you meet the eligibility criteria to guarantee you are applying for the correct program

If in doubt please call the Foundation Team on **1300 304 541**

Attachments:

Every Scholarship application requires documents to support your eligibility. Below is a list of the documents you may be required to supply.

University:

Letter of offer: confirming your enrolment and course from your university

Results: Atar/OP Score / International Bacallarrate score

Referee: Contact Details & Letter

Please note:

There may be additional documents required for the Scholarship you are applying to, therefore, it is important you check the specific requirements in the program guidelines.

TAFE:

Letter of offer: confirming your enrollment and course from your TAFE

Evidence that you have completed year 10 as a minimum (unless otherwise indicated)

Referee: Contact Details & Letter

Programs may include:

- The Bendigo and Adelaide Bank Scholarship for rural and regional student;
- Scholarships from participating Community Bank companies for students from their local districts;
- Rural Bank Scholarship and
- Community Sector Banking Indigenous Scholarship Programs available to Aboriginal and/or Torres Strait Islander students.

You will also be required to provide an estimate of your costs for the coming year.

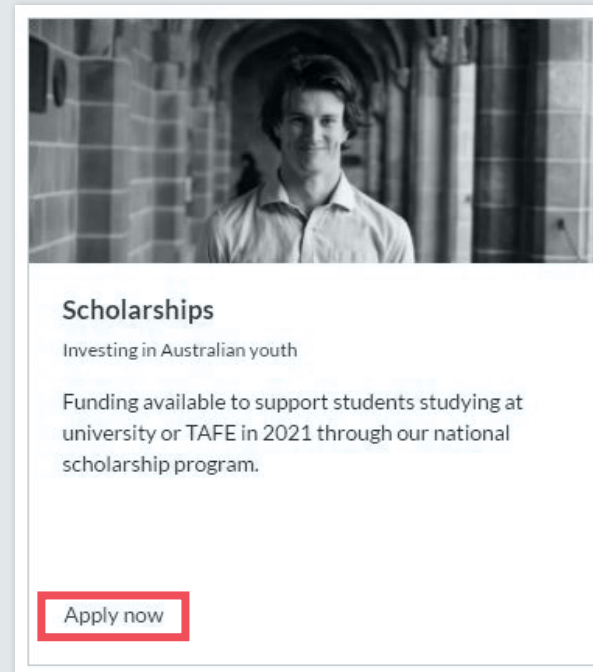
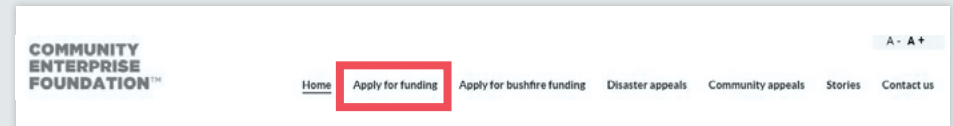
This may include course fees, accommodation, living costs, materials, equipment & books as well as associated travel costs.

Navigating the scholarship platform

Go to www.bendigobank.com.au/foundation

Step 1: Click on the 'Apply for Funding' tab

Step 2: Click on 'Apply now' on the Scholarships tile



Applying for Funding

Step 3: Ensure you select the correct Program you wish to apply to.

Click on the **'Show Program Details'** tab to confirm that you meet the criteria and can provide all the relevant information.

When you locate the correct Scholarship Program, click on the blue **'Apply'** Button

Note: You can apply to multiple scholarship programs provided you meet the eligibility criteria for each of them. If you are unsure please call the Foundation team.

Home | **Apply for funding** | Donate | Stories | Contact us | Log in

Grant Applications | Grant Programs | Scholarship Applications | Scholarship Programs | Uni Applications | Uni Programs

COMMUNITY ENTERPRISE FOUNDATION™

Scholarship

Helping young Australians reach their academic goals by assisting with the costs of studying at university or TAFE.

Looking to go to university or TAFE? Need help with expenses?

One of the leading privately funded scholarship programs in Australia, the program offers a range of options to assist students studying at University or TAFE.

Program's include:

- the Bendigo and Adelaide Bank Scholarship for rural and regional students;
- scholarships from participating Community Bank Boards for students from their local districts;
- the Rural Bank Agribusiness Scholarship for students looking to study in an agricultural field, and
- the Community Sector Banking Indigenous Scholarship Program available to Aboriginal and/or Torres Strait Islander students.

If you have previously started the scholarship application process, please log in here using your registered username and password. This will allow you to continue working on your saved application.

A list of frequently asked questions are available if you have any questions or concerns. [Click here to view FAQs](#)

For additional assistance in submitting your application a glossary of terms is available [here](#) and a helpful application checklist is [here](#).

Type: End Year: Title:

Bacchus Marsh Community Bank Branch **2020 Bacchus Marsh Community Bank Branch Scholarship for Bachelor's degree studies**
Open for applications from Monday, 11 October 2019 until Tuesday, 28 January 2020

Register your details

If applying for the first time, you will need to register your details.

Step 4: If you have previously registered your details, log into the system using that email and password

Step 5: Create a registration by entering an email address and password. Ensure you store these details as they will be needed to access your application and complete a report should you be successful.

Step 6: Enter your email and password and click 'Log in'.

The screenshot shows the registration page of the Community Enterprise Foundation. The page has a dark navigation bar with links for Home, Apply for funding, Donate, Stories, Contact us, and Log in. Below the navigation bar, there are tabs for Grant Applications, Grant Programs, Scholarship Applications, and Scholarship Programs. The main content area features the Community Enterprise Foundation logo and a header image of a group of people. The registration form includes fields for First Name, Surname, Email, Password, and Confirm Password. A note states: "Password must be at least 8 characters and contain at least one number". A red box highlights the Register button.

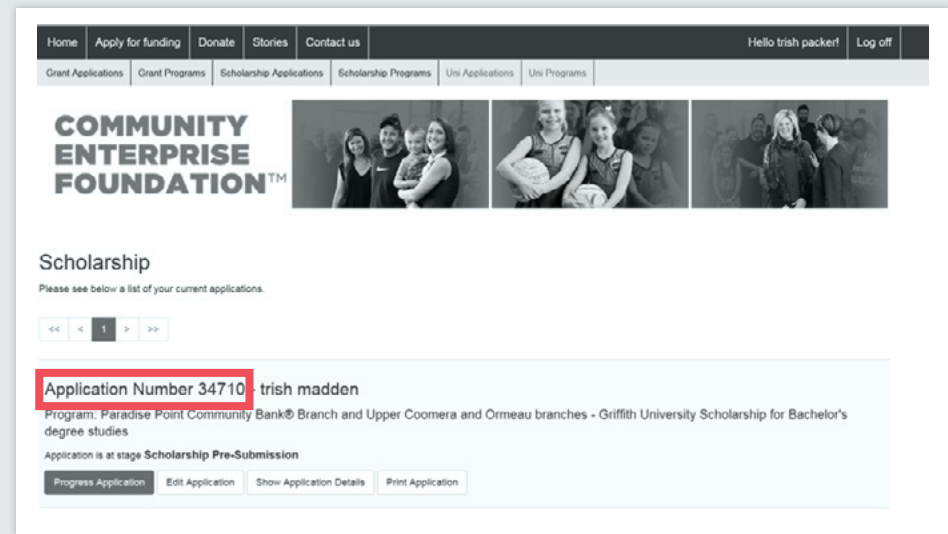
The screenshot shows the login page of the Community Enterprise Foundation. The page has a dark navigation bar with links for Home, Apply for funding, Donate, Stories, Contact us, and Log in. Below the navigation bar, there are tabs for Grant Applications, Grant Programs, Scholarship Applications, and Scholarship Programs. The main content area features the Community Enterprise Foundation logo and a header image of a group of people. The login form includes fields for Email and Password. A note states: "You must log in to apply for a program or manage your application. If you don't have an account please register here." A red box highlights the Log in button.

Not enough time to complete your application?

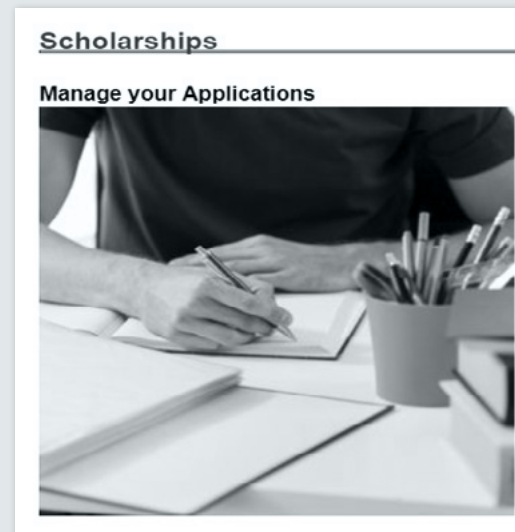
You can leave your application at any stage, but make sure you click the **'Save'** button that appears at the bottom of each tab before you exit.

Note: To resume your application, log in again using your previously registered email and password. To locate your application click on the Manage your Applications tab.

Important: Please take note of your application number this is helpful if you need to make enquiries with the Foundation team.



The screenshot shows the Community Enterprise Foundation website. The navigation bar includes links for Home, Apply for funding, Donate, Stories, Contact us, Hello trish packer!, and Log off. Below the navigation bar, there are tabs for Grant Applications, Grant Programs, Scholarship Applications, Scholarship Programs, Uni Applications, and Uni Programs. The main content area features the Community Enterprise Foundation logo and three images of people. Below this, the page is titled "Scholarship" and includes a message: "Please see below a list of your current applications." A pagination control shows "1" selected. The application details for "Application Number 34710" by "trish madden" are displayed, including the program name "Paradise Point Community Bank Branch and Upper Coomera and Ormeau branches - Griffith University Scholarship for Bachelor's degree studies" and the current stage "Scholarship Pre-Submission". At the bottom of the application details, there are buttons for "Progress Application", "Edit Application", "Show Application Details", and "Print Application".

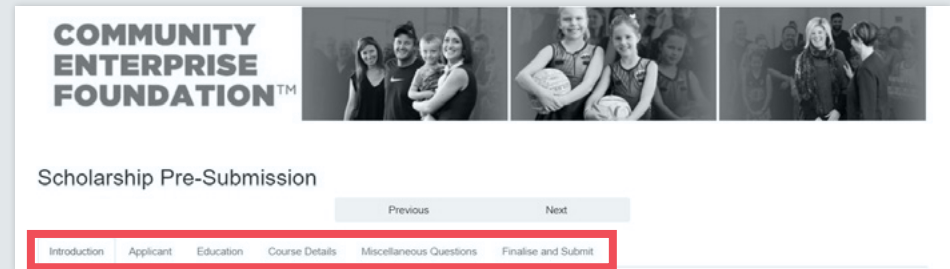


The screenshot shows the "Scholarships" page. The page title is "Scholarships" and the section heading is "Manage your Applications". Below the heading is a black and white photograph of a person's hands writing on a notepad at a desk. On the desk, there is a cup filled with pens and pencils, and several sheets of paper.

Completing your application

Step 7: There are six tabs that you will need to complete before finalising and submitting your application.

- Introduction
- Applicant
- Education
- Course Details
- Miscellaneous Questions
- Finalise & Submit



Completing your application

Step 7 (continued):

Introduction:

Read the Privacy Disclosure Statement and if you agree click on the check box.

Applicant Tab:

Ensure your correct personal and contact details are entered as the Foundation may need to contact you at some stage.

Education Tab:

Rank Type: This is a mandatory field but may not be relevant if you are applying for a TAFE course or have not completed your VCE. Please select 'Other' from the drop down list if this is the case.

Score:

This is a mandatory field and requires a number to be entered unless you have selected '**other**' under the Rank Type



Completing your application

Step 7 (continued):

Course Details Tab:

Check that your Course Provider is a Registered Provider for University or TAFE and that the course and course duration comply with the Scholarship Guidelines.

If unsure please contact the Foundation Team

Course costs:

Where possible we want you to provide an estimate of your costs for the next 12 months. This should help you in your planning for the year ahead.

Miscellaneous questions:

Please answer any additional questions if they are listed.

Money Towards your Future Education:

List any confirmed scholarships/bursaries gifts that you may have received towards your further education.

Other Income: Please include any Centrelink benefits or part-time work you have or are receiving that will assist you to study.



Completing your application

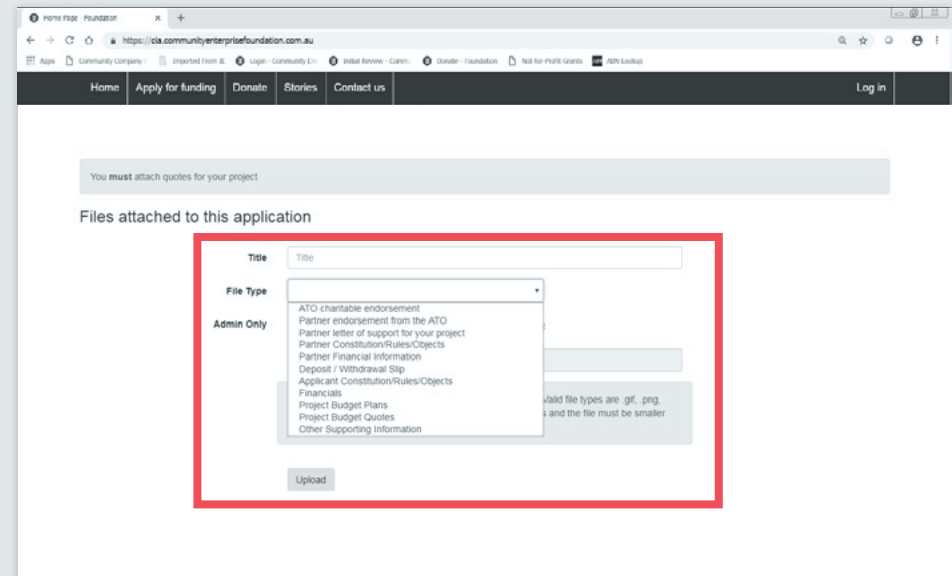
Step 8:

Attachments:

Depending on the scholarship you are applying to you will be required to attach various documents.

The system will require the following:

- A letter of offer from your education provider confirming your enrolment and the course you are studying
- Proof of score. If you don't have a VCE score upload evidence of your highest education that you have completed e.g. – year 10 certificate.



The screenshot shows a web browser window with the URL <https://cia.communityenterprisefoundation.com.au>. The page has a navigation bar with links for Home, Apply for funding, Donate, Stories, and Contact us, and a Log in button. A message at the top states: "You must attach quotes for your project". Below this, the section "Files attached to this application" is visible. A form is shown with a "Title" input field, a "File Type" dropdown menu, and an "Admin Only" section. The dropdown menu is open, showing a list of file types: ATO charitable endorsement, Partner endorsement from the ATO, Partner letter of support for your project, Partner Constitution/Rules/Objects, Partner Financial Information, Deposit / Withdrawal Slip, Applicant Constitution/Rules/Objects, Financials, Project Budget Plans, Project Budget Quotes, and Other Supporting Information. To the right of the dropdown, a note says: "valid file types are .gif, .png, .jpg and the file must be smaller than 2MB". An "Upload" button is located at the bottom of the form.

Type in the title of your file

Select the drop-down box and the appropriate **'File Type'** for each attachment

Click on the **'Browse'** button – navigate through your personal files on your computer. Select the relevant document and click **'Upload'**

Your document will appear in a list at the middle of the screen. Continue this process until you have attached all your documentation

Finalising your application

Step 9:

Finalise and Submit Tab:

Congratulations you have reached the final page of the application process.

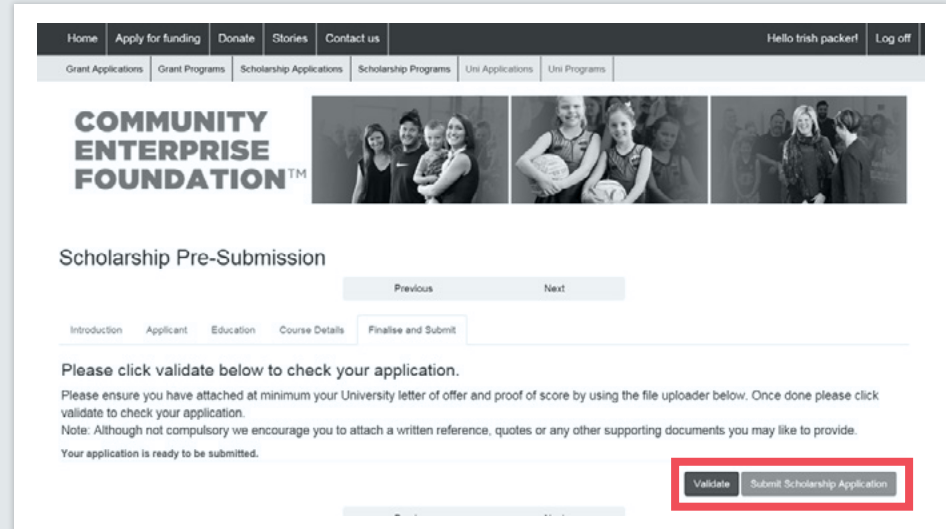
If you are satisfied with all of the information provided click on the **'Validate'** button at the bottom of the page.

If there are any errors in your application these will be in red. Check the message displayed and rectify accordingly.

Once you have rectified any errors, or if your application is complete, press the **'Submit Application'** button.

You will receive email confirmation that your application has been submitted.

Good Luck!



The screenshot shows the 'Scholarship Pre-Submission' page on the Community Enterprise Foundation website. The page has a navigation menu at the top with links for Home, Apply for funding, Donate, Stories, Contact us, Hello trish packer!, and Log off. Below the menu is a secondary navigation bar with links for Grant Applications, Grant Programs, Scholarship Applications, Scholarship Programs, Uni Applications, and Uni Programs. The main content area features the Community Enterprise Foundation logo and a banner image of three young women. Below the banner, the page title 'Scholarship Pre-Submission' is displayed, followed by 'Previous' and 'Next' buttons. A progress bar shows the current step as 'Finalise and Submit'. The main text reads: 'Please click validate below to check your application. Please ensure you have attached at minimum your University letter of offer and proof of score by using the file uploader below. Once done please click validate to check your application. Note: Although not compulsory we encourage you to attach a written reference, quotes or any other supporting documents you may like to provide. Your application is ready to be submitted.' At the bottom right, there are two buttons: 'Validate' and 'Submit Scholarship Application', both of which are highlighted with a red border.

Note: You can view your application at any time, by following the instructions on page 7.