

Submit electronic Commonwealth Assistance Form (eCAF)

Only submit an eCAF if you are eligible to apply for FEE-HELP and wish to use the FEE-HELP loan scheme.

1. Log into the eStudent portal by clicking: <u>https://estudent.insearch.edu.au</u>

Enter your UTS College Student ID and the new password you created.

UTS Insearch							
Log In							
Enter your Student ID and UTS Password below, then select Log In.							
First time user? Please click on this $\underline{\text{link}}$ to change your password first.							
If you experience any technical issues, please contact the Service Desk through the <u>Service Desk Portal</u> or by dialling 7000 from any UTS Insearch phone or +61 2 9218 7000							
Student ID*							
Password*							
Log In Cancel							

2. You will need to make a declaration by clicking OK on the Student Declaration

STUDENT DECLARATION

I will activate my UTS email account and understand that this is the major means of communication at UTS Insearch.

I cannot change my timetable after online enrolments have closed.

UTS Insearch may change a student's timetable at any time due to cancellation of classes or any other unforeseen circumstances.

IMPORTANT

UTS Insearch reserves the right to change a student's timetable, especially during the first three weeks of the semester.

Students are advised to check their UTS email account regularly as timetable-change notifications are sent to this email account.

By clicking 'OK', I acknowledge that I have read and understood the terms above, and that UTS Insearch may adjust my timetable if it is required to do so.



⁷We have changed our name from UTS Insearch to UTS College to more accurately reflect what we do, offering Pathways to UTS. Our corporate entity will remain Insearch Limited so while we transition our name to UTS College Throughout 2021, both names may appear. See <u>https://utscollege.edu.au/au/about/faqs</u> for further information.

3. Click the "Commonwealth Assistance" tab on the tool bar

Home	Personal Details	Offers	Enrolment	Finances	Timetables	Results	Commonwealth Assistance

4. Your course details will appear on the following screen. Click Add New

Commonwealth Assistance Forms > Submitted Forms
Information Listed below are all the forms submitted by you. To view or cancel details of a form, please select the appropriate option below.
Previously submitted forms online for DDESDST - Diploma of Design and Architecture (Standard) - Design - DipDes & Arch (Std) - Des, Version 3 Attempt 1
You have no previously submitted forms.

5. Select Complete Form

Request for a FEE-HELP (Non-University) Loan form is the only form available. This is your eCAF.

Commonwealth Assistance Forms > Choose a form							
Information							
Program: DDE Commonwealth	Program: DDESDST - Diploma of Design and Architecture (Standard) - Design, Version 3 Attempt 1 Commonwealth Assistance will be applied to a semester if eCAF was submitted on or before its census date; otherwise, it will be applied to the next available semester.						
There are no rea	There are no recommended forms to show.						
	Available Forms						
Complete Form	Request for a FEE-HELP (Non-university) Loan						
Cancel and Return to 'Submitted Forms'							

6. The following screen will appear:

Commonwealth Assistance Form > Request for FEE-HELP (Non-university) Loan

Warning

Please note that you must answer 'Yes' to the Will you be studying at least part of your course of study in Australia? or Will you be resident in Australia for the duration of your unit(s) of study? questions below in order to submit this form. If you answer 'No' to these questions, you are not eligible for a FEE-HELP (Non-university) loan and will be unable to submit this form. For more information, please visit Study Assist.

Information

You have already submitted a Commonwealth Assistance Form of this type for this program.

Request for a FEE-HELP loan
Non-university higher education providers
1 Read the FEE-HELP Information booklet.
 Complete each section and question that is relevant to you.
 Sections C and D are to get a FEE-HELP loan.
4 Tick the declaration at item 15.
5 Submit the completed form.
6 Print a copy for your records.
The combined Higher Education Loan Program (HELP) loan limit and the renewable HELP balance commences from 1 January 2020. Visit www.studyassist.gov.au for more information about these changes so you understand how they will affect you.
WHAT IS A FEE-HELP LOAN?
FEE-HELP is an Australian Government (Government) loan scheme to help eligible fee-paying students pay their tuition fees. A 25% loan fee will be applied to your FEE-HELP loan if it relates to an undergraduate course, and this loan fee will be included in your HELP debt.
This is the form you must use if you are studying through a non-university higher education provider and want to apply for a FEE-HELP loan. 'Non-university' refers to all higher education providers not listed as Table A or B in the <i>Higher Education Support Act 2003</i> (HESA).
HOW TO COMPLETE THIS FORM
 You MUST read the FEE-HELP Information booklet before completing this form. This booklet contains detailed information about:
 who can get a FEE-HELP loan and how it works,
 the terms and conditions of the loan, and an explanation of the words and terms used in this form.
2. To complete this form read the Notes at the end of the form.
Complete each question that is relevant to you. Your form will not be valid unless each question is completed correctly.
Submit the completed form on or before the census date for your unit(s) of study.
5. Please print a copy of this form for your records.
REMEMBER
 You will get a FEE-HELP loan for a unit of study only if you remain eligible and have enough available HELP balance to cover your tuition fees.
 It is your responsibility to know your HELP balance and you must advise your provider if you do not have enough HELP balance to cover your tuition fees. You can check your HELP balance on the myHELPBalance portal.
 Your provider may set an earlier administrative date for the submission of this form - you should check with them.
 Check all information carefully. Some of the information on this form is supplied by your provider. You should thoroughly check these details and if any of the information on this form is incorrect, do not submit. Please notify your provider of any incorrect information.
You MUST read the EFE-HELP Information booklet before completing this form.
State of the state

7. Complete Section A

- Your name is pre-populated. Please only edit if incorrect.
 It must match the name you used when first applying to UTS College AND the one you used to apply for a Tax File Number (TFN).
- Enter your date of birth and gender.
 It must match the date of birth you provided when you first applied to UTS College.
- Your address will be pre-populated and cannot be changed.

8. Section B will be pre-populated and cannot be edited

IMPORTANT INFORMATION								
The department has endeavoured to ensure that the information in this publication is consistent								
with HESA and guidelines made under HESA. However, if there is any inconsistency between this form and HESA or quidelines. HESA will take precedence.								
form and nexy of goldennes, nexy win take precedence.								
SECTION A. STUDENT DETAILS								
1. Last name:								
First name(s):								
2. Date of birth: (dd/mm/yyyy)								
3. Gender: 🗸 🗸								
4. Residential address:								
Road								
Suburb: State: Postcode:								
NSW 🗸 21								
SECTION B. PROVIDER								
5. Name of provider: Insearch Limited								
Campus: Insearch								
6. Student identification number: 34								
Unique Student Identifier (USI): 4E								
To be eligible for a FEE-HELP (NU) loan, you MUST supply your valid USI in this section. By providing								
your USI on this form, you are requesting a FEE-HELP (NU) loan assistance from the Government to be								
paid to your course provider on your behalf. The Department and your education provider are authorized under the Student Identifiers Act 2014 to collect and retain your USI for the purposes of								
administering your loans under the Higher Education Support Act 2003, including to report details of								
your FEE-HELP (NU) loan to the Australian Taxation Office (ATO) and to connect you to your loan								
information. The Privacy Act 1988 and the Student Identifiers Act 2014 protect your USI information.								
Note: From 2021, new students, will need a USI to be eligible for a Commonwealth supported place (CSP) and other Commonwealth financial assistance (HECS-HELP, FEE-HELP, OS-HELP) under the Higher Education Support Act 2003. If you have undertaken vocational education or training previously, you may already have a USI. Check if you have a USI, or create your USI easily here: https://opticlusic.ov.au/ctudent								
Ven ekseld och ben och UCT och ven han eksenna UCT för bla Dieser och ven som ekselle								
You should only have one USI, as you keep the same USI for life. Please ensure your account details on the USI Registry system are up to date and correctly match the details (first name, last name, date of birth) with the detail provided here in your eCAF. If these details do not match, verification will fail, and you will need to resubmit this form. You can check your details by logging into your USI account								
nere: https://portal.usi.gov.au/student								
7. Name of course: Diploma of Design and Architecture								
(eg. Master of Business Administration)								
Course Code: DDESAST								
8. Basis for assessment of student's academic suitability								
O Australian Senior Secondary Certificate of Education (year 12 Certificate) or ATAR score awarded by an agency or								
authority								
Australian Qualifications Framework (AQF) Certificate IV or higher qualification Special Tertiacy Admissions Test (STAT)								
Special Teruary Admissions Test (STAT) Professional/paraprofessional qualifications or employment experience								
O Audition/Portfolio/Interview								
Other								
Other basis for assessment of student's academic suitability: High School Grades								

9. Complete Sections C and D to provide your Tax File Number (TFN) or upload a copy of your TFN Application Summary and Australia Post receipt.

SECTION C CITIZENSHID/VISA STATUS					
To be eligible for a FEE-HELP loan, you MUST meet the relevan this section. Please tick the box(es) that apply to you.	it requirements at item 9, 10, 11 or 12 in				
9. I am an Australian Citizen	Yes O				
Will you be studying at least one unit of study of your course in Australia?	Yes O No O (If 'Yes', go to section D.)				
	If 'No', you are not eligible for a FEE- HELP loan. DO NOT COMPLETE THIS FORM.				
10. I am a holder of a permanent humanitarian visa (If you need help confirming your visa subclass visit Visa Entitlement Verification Online (VEVO) or contact your provider).	Yes O				
Will you be studying at least one unit of study of your course in Australia?	Yes O No O (If 'Yes', go to section D.)				
	If 'No', you are not eligible for a FEE- HELP loan. DO NOT COMPLETE THIS FORM.				
Read Note 1 about residency requirements.					
11. I am a New Zealand (NZ) citizen and hold a Special Category Visa (SCV), and I meet ALL of the below criteria:(If you need help confirming the student's Special Category Visa status visit the Visa Entitlement Verification Online (VEVO) site.)	Yes O				
 I first began to be usually resident in Australia at least 10 time I was a dependent child**, and have not ceased bein time; and I have been in Australia for at least; 	years before the test day* and at that g usually resident in Australia since that				
 A total of 8 out of 10 years immediately before the test A total of 18 months out of the two years immediately 	t day; and before the test day.				
Will you be studying at least one unit of study of your course in Australia?	Yes O No O (If 'Yes', go to section D.)				
	If 'No', You are not eligible for a FEE- HELP loan. DO NOT COMPLETE THIS FORM.				
I have Documentary Evidence that I began residing in years immediately before the test day. (you will need to s the census date).	Australia as a minor at least 10 upply this to your provider on or before				
12. I am a holder of a permanent non-humanitarian visa / permanent resident (If you need help confirming your visa subclass visit Visa Entitlement Verification Online (VEVO) or contact your provider).	Yes O				
Is your course a bridging course for overseas-trained professionals, and will you be resident in Australia for the	Yes O No O (if 'Yes', go to section D.)				
duration of the unit(s) of study for which you are applying for a FEE-HELP loan?	If 'No', You are not eligible for a FEE- HELP loan. DO NOT COMPLETE THIS FORM.				
SECTION D TAX FILE NUMBER (TEM)					
Read Note 2 about TFNs.					
ONLY complete this section if you answered 'yes' at iter	n 9, 10, 11 or 12 in section C.				
To be eligible for a FEE-HELP loan, you MUST supply your valid TFN or your Certificate of Application for a TFN in this section.					
The department and your provider are authorised under the <i>Higher Education Support Act 2003</i> (HESA) to collect, use or disclose your TFN only for the purposes under HESA, including for the purpose of reporting details of your FEE-HELP loan to the Australian Taxation Office (ATO). To be eligible for a FEE-HELP loan, your TFN and personal information provided in this eCAF need to be verified with the ATO. If, by the unit's census date, the information supplied in your eCAF does not match your personal data held by the ATO, your application will not be finalised and you will be ineligible for a FEE-HELP loan.					
Declining to quote your TFN or your Certificate of Application doing so, you will be unable to get a FEE-HELP loan for the am unpaid on the census date.	for a TFN is not an offence. However, by not sount of your tuition fees which remain				
13. Your Tax File Number	(It will have 9 digits e.g. 123456789)				

Certificate of application for a TFN attached (You will need to supply this to your provider on or before the census date. You must submit a photo or scanned copy of your certificate with your form as proof that you have applied for a TFN. You must advise your provider of your TFN within 21 days of receiving it).

Go to section E.

10. Complete Section E by ticking the boxes to confirm your declaration.

SECTION E. DECLARATION

For this *Request for a FEE-HELP loan Non-university higher education providers form* to be valid, you MUST tick all the boxes in this section and tick the declaration at item 15.

14. By submitting this form, you are declaring that you agree to the following statements:

Read Note 3 about repaying HELP debt.

I am requesting that:

The Government lends me the amount of tuition fees for unit(s) of study in my course that remain
unpaid at the census date. I will not receive the money but it will be paid to my provider on my
behalf.

I am declaring that:

- I have an obligation to repay to the ATO the amount that the Government has loaned me, plus the loan fee if applicable, regardless of whether I complete my studies or not, and regardless of where I live, including overseas.
- My debt to the Government will remain if I withdraw or cancel my enrolment from my unit of study or course after the census date but my HELP balance may be re-credited debt by my provider in special circumstances. My HELP balance will then be re-credited. I can visit www.studyassist.gov.au for more information.
- · My HELP debt will be indexed annually in line with HESA, which I also agree to repay to the ATO.
- The information on this form is complete and correct and I can produce documents to verify this if required.
- I must either make a full upfront payment or provide my TFN (or the certificate from the ATO) to my
 provider on or before the census date otherwise my enrolment in the unit(s) of study may be
 cancelled.
- It is my responsibility to be aware of my available HELP balance and to advise my provider(s) if I am
 approaching my HELP loan limit and may not have enough HELP balance to cover my tuition fees.
- I have checked my available HELP balance at www.myHELPbalance.gov.au and have sufficient HELP balance to cover my tuition fees or have advised my provider of how much FEE HELP I wish to access.
- I understand that, for 2021, the HELP loan limit is \$155,488 for students in medicine, dentistry, veterinary science and specified aviation courses, and \$108,232 for students in all other courses.
- · If my eligibility for a FEE-HELP loan changes, I must notify my provider.
- I have read and understood the Notes at the end of this form.
- I have read the FEE-HELP Information booklet and I am aware of my obligations under the FEE-HELP loan scheme.

I understand that:

- · I am requesting a loan from the Australian Government that I am legally required to repay.
- Since 2020, there is a combined HELP loan limit in place. For 2021, the HELP limit is \$155,448 for students in medicine, dentistry, veterinary science and specified aviation courses, and \$108,232 for students in all other courses.
- My available HELP balance is the amount of HELP assistance I have available to borrow. My available
 HELP balance is the difference between the HELP loan limit and the amount of FEE HELP, VET Student
 Loans, and VET FEE HELP loans, and HECS-HELP loans from 1 January 2020, I have already received.
 I can visit www.studyassist.gov.au for more information.
- If I applied for Commonwealth assistance between 2005 and 1 January 2021, I will already have a
 government identifier, known as a Commonwealth Higher Education Student Support Number
 (CHESSN). I must make a note of my CHESSN and keep it in a safe place. My CHESSN is important
 because I will use it to track all my HELP entitlements through the myHELPBalance portal. It is
 important that I only have one CHESSN across the life of my studies, even if I study with multiple
 providers. If I already have one CHESSN, and am undertaking further studies with a new provider, I
 must tell my new provider my CHESSN. I will visit the myHELPBalance portal regularly during my
 studies to ensure my records are accurate and that my records include all units of study I have
 undertaken. I can visit www.studyassist.gov.au for more information.
- If I commenced in my course of study on or after 1 January 2021, I must have a valid Unique Student Identifier (USI) prior to the census date in order to be eligible for Commonwealth assistance under HESA. My USI will be used to connect my student loan information to my personal details. I understand that I can log in and check or update my details at any time. My USI is important because I will use it to track all my HELP entitlements through the myHELPBalance portal. It is important that I only have one USI across the life of my studies, even if I study with multiple providers. If I already have a USI, and am undertaking further studies with a new provider, I must tell my new provider my USI. I will visit the myHELPBalance portal regularly during my studies to ensure my records are accurate and that my records include all units of study I have undertaken. I can visit www.studyassist.gov.au for more information.

SI Fo	r this Request for a FEE-HELP loan Non-university higher education providers form to be
va 14	No, you most tick all the poxes in this section and tick the declaration at item 15.
6	Read Note 3 about repaying HELP debt.
	プ I am requesting that:
•	the Government lends me the amount of tuition fees for unit(s) of study in my course that remain unpaid at the census date. I will not receive the money but it will be paid to my provider on my behalf.
	I am declaring that:
•	the information on this form is complete and correct and I can produce documents to verify this if required.
•	I have read and understood the Notes at the end of this form.
•	I have read the <i>FEE-HELP Information</i> booklet and I am aware of my obligations under the FEE-HELP loan scheme.
	I understand that:
•	from 2020, there is a combined HELP loan limit in place. I can visit www.studyassist.gov.au for more information.
•	over my lifetime, the amount of FEE-HELP (and HECS-HELP/ VET Student Loans/VET FEE-HELP) that I access must not exceed the combined HELP loan limit as set out in HESA.
•	it is my responsibility to be aware of my available HELP balance. If I am approaching my combined HELP loan limit, and may not have enough HELP balance to cover my tuition fees, it is my responsibility to advise my provider(s). In this situation, I must tell my provider(s) how much FEE- HELP I wish to access for my unit(s) of study.
•	it is my responsibility to keep track of my entitlements to ensure I do not go over the combined HELP loan limit.
•	when I first enrol with a provider, I will be given a tracking number, called a Commonwealth Higher Education Student Support Number (CHESSN). I must make a note of my CHESSN and keep it in a safe place. My CHESSN is important because I will use it to track all my HELP entitlements through the MyHELPBalance portal (www.myHELPbalance.gov.au). It is important that I only have one CHESSN across the life of my studies, even if I study with multiple providers. If I have already had one CHESSN, and am undertaking further studies with a new provider, I must tell my new provider of my CHESSN. I will visit the MyHELPBalance portal regularly during my studies to ensure my records are accurate and that my records include all units of study I have undertaken. I can visit www.studyassist.gov.au for more information.
•	if I undertake 8 or more units as part of a bachelor or above level qualification, or 4 or more units as part of a sub-bachelor qualification, I must pass at least 50% of these units to remain eligible for a FEE-HELP loan for this course at my provider. If I do not maintain this pass rate, I will need to pay my tuition fees upfront to continue in this course unless I am able to demonstrate to my provider that special circumstances apply.
•	a 25% loan fee will be applied to the FEE-HELP loan if it relates to an undergraduate course, and this loan fee will be included as part of my HELP debt.
•	I understand the Government may place the following limits on my provider regarding: the amount of students who can get a FEE-HELP loan, the actual loan amount available, and whether FEE-HELP loans will only be available for certain course modes of delivery. I understand I will not be eligible for FEE-HELP, if by giving FEE-HELP to me, my provider would exceed any limits placed on it by the Government.
•	I have an obligation to repay to the ATO the amount that the Government has loaned me, plus the loan fee if applicable, regardless of whether I complete my studies or not, and regardless of where I live, including overseas.
•	my debt to the Government will remain if I withdraw or cancel my enrolment from my course after the census date but my debt may be removed by my provider in special circumstances. My HELP balance will then be re-credited. I can visit www.studyassist.gov.au for more information.
•	my HELP debt will be indexed annually in line with HESA, which I also agree to repay to the ATO.
•	I am able to cancel this request, in writing, at any time, with my provider, and it will no longer apply from that time. However, I must do this on or before the census date, otherwise I will have a debt to the Government that I am legally required to repay.
•	if my eligibility for a FEE-HELP loan changes, I must notify my provider.

 If I undertake eight or more units as part of a bachelor or above qualification, or four or more units as part of a sub-bachelor qualification, I must pass at least 50% of these units to remain eligible for a FEE-HELP loan for this course at my provider. If I do not maintain this pass rate, I will need to pay my tuition fees upfront to continue in this course unless I am able to demonstrate to my provider that special circumstances apply.
 In order to receive FEE-HELP assistance I must not exceed a study load of 2.0 Equivalent Full Time Study Load (EFTSL) (2 years full time study) per year, unless my provider determines that an additional unit of study will not impose an unreasonable study load on me.
 For units of study with a census date between 1 January 2021 and 30 June 2021, a loan fee will not be applied to my FEE-HELP loans. For undergraduate units of study with a census date on or after 1 July 2021, a loan fee of 20 per cent will be applied to my FEE HELP loan, and this loan fee will be included as part of my HELP debt.
 If I am studying at a Table B provider (Bond University, the University of Notre Dame Australia, Torrens University or the University of Divinity), a loan fee will not be applied to my FEE-HELP loans.
 The Government may place the following limits on my provider regarding: the amount of students who can get a FEE-HELP loan, the actual loan amount available, and whether FEE-HELP loans will only be available for certain course modes of delivery. I understand I will not be eligible for FEE-HELP, if by giving FEE-HELP to me, my provider would exceed any limits placed on it by the Government.
 I am able to cancel this request, in writing, at any time with my provider. Where this is done before a unit's census date, I will not be charged for that unit. Where withdrawal occurs after the census date, I will incur a debt to the government for those units (that I am legally required to repay) unless I apply to have my HELP debt remitted under 'special circumstances'.
Read Note 4 about personal information.
 By submitting this form, I am consenting to the collection, use and disclosure of my personal information as outlined in Note 4.
 Giving false or misleading information is a serious offence under the Criminal Code Act 1995.
Go to item 15. 15. Declaration:
🗆 I Agree
The fine print: important information you need to know about completing this form and your FEE-HELP Loan.

11. Read the Notes for important information you need to know about completing this form and your FEE-HELP Loan.

The fine print: important information you need to know about completing this form and your FEE-HELP Loan.

NOTE 1 - Residency requirements for NZ SCVs

You must provide evidence to your provider, on or before the census date, that you first began residing in Australia as a minor at least 10 years before the test day.

*For the purposes of this form, 'test day' means the first day you successfully applied for a HELP loan as an eligible NZ SCV holder for a unit that formed part of the same course of study. If you have not previously applied for a HELP loan for a unit that forms part of your course of study then the 'test day' is the date you submit this form.

**Under HESA, a 'dependent child' is someone who is aged under 18 and does not have a spouse or de facto partner.

[Return]

NOTE 2 - The importance of your TFN

You need a TFN if you want to use a FEE-HELP loan to pay for your study as repayments on your HELP debt are made through the Australian taxation system using your TFN to identify you.

By providing your TFN on this form, you are requesting the Government to loan you the amount for the tuition fees that remain unpaid at the census date for the unit(s) of study in your course. You will not receive the money but it will be paid to your provider on your behalf. Privacy and taxation laws protect your TFN information.

Note: TFNs are usually provided within 28 days of application. It is essential that you apply early to make sure you have your TFN on or before the census date. The fastest way to apply for a TFN is with Australia Post. You can find out how to apply at www.ato.gov.au/Individuals/Tax-file-number/.

[Return]

NOTE 3 - Repaying your HELP debt

Once your income is above a certain level (the minimum compulsory repayment threshold), you are required to make compulsory HELP debt repayments through the Australian tax system. The threshold is indexed annually. Repayments made through the Australian taxation system are called 'compulsory repayments'. In accordance with Chapter 4 of HESA, these repayments will continue while your income is above the compulsory repayment threshold until you have repaid your whole HELP debt. This will continue to occur, even if you have not completed your studies or have moved overseas.

HELP debts are managed by the ATO. You can view your HELP debt, confirm your payment reference number and view payment options online. To do so, you will need to create a myGov account and link it to the ATOs online services - find out how at: www.ato.gov.au/General/Online-services/Get-startedwith-myGov-and-ATO-online-services.

For more information on repaying your HELP debt visit www.ato.gov.au or phone 13 28 61 between 8.00 am and 6.00 pm, Monday to Friday AEST.

[Return]

NOTE 4 - Use of personal information

Vour personal information, including your TFN and USI, is protected by law, including the *Privacy Act* 1988 (Cth) and the *Student Identifiers Act* 2014 (Cth) (SI Act). The Australian Government Department of Education, Skills and Employment (the department) (GPO Box 9880, Canberra ACT 2601, phone: 1300 566 046), collects your personal information, including your USI, for the purpose of administering the HELP scheme, which includes verifying your eligibility for a loan and for overseas HELP debt recovery under the HESA. The department also collects your personal information for the purpose of research, statistics, policy formation, tuition assurance and broader HELP program management. The department may also collect your USI from your education provider, where the provider submits your form on your behalf. The collection, use and disclosure of your personal information is authorised under section 179-10 and Division 180 of HESA. The collection, use and disclosure of your of your USI is authorised under section 188 of the SI Act for the purposes of higher education. If you do not provide the information required in this form, you may not be eligible for Government assistance.

The information you have provided on this form (your TFN, USI and email address) will be shared with your provider for the purposes of them satisfying their reporting obligations to the department.

The department may disclose your information, including your USI, to Australian Government agencies, including:

- the Student Identifiers Registrar for the purposes of verifying your USI
- the ATO for the purposes of calculating and administering your HELP debt
- Services Australia for the purposes of pre-populating your claim for a student payment and assessing or reviewing your eligibility or entitlement for a student payment
- the Commonwealth Ombudsman if I lodge a complaint in relation to your HELP loan or compliance with your provider under HESA.

Your personal information may also be shared with the Higher Educa Director) for the purposes of administering arrangements relating to the <i>Tertiary Education Quality and Standards Agency Act 2011</i> (TEQ: your information to other higher education providers for the purpose replacement provider under tuition protection arrangements.	ion Tuition Protection Director (the uition protection under HESA and A Act). The Director may disclose of facilitating your transfer to a
The department and Director may also disclose your personal inform Actuary to assist with the performance of duties or functions or exer protection under HESA, TESQA Act, Higher Education Support (HELP and Higher Education (Up-front Payments Tuition Protection Levy) Au	tion to the Australian Government ise powers relating to tuition Fuition Protection Levy) Act 2020 t 2020.
The department may also disclose your information to a domestic en overseas entity for the purposes of HELP debt collection.	ity (other than the ATO) or to an
The department will not disclose your personal information for any o your consent, unless that disclosure is authorised or required by law	her purpose without first seeking or a court/tribunal order.
You can find more information about the way in which the department information including how to make a complaint, access and correct y department's privacy policy at www.dese.gov.au/privacy or by reque at privacy@dese.gov.au	t will manage your personal ur personal information, in the ting a copy from the department
You can find more information on how the Office of Student Identifie information at www.usi.gov.au/about/privacy-and-unique-student-ide	s Registrar manages your personal ntifier
If you wish to correct your personal information provided on this forr directly.	, please contact your provider
[Return]	



12. Click the 'Submit' button.

A Submit Form Confirmation screen will appear. After submitting your eCAF, you can view and print a copy for your records.

Home	Personal Details	Enrolment	Finances	Timetables	Results	Commonwealth Assistance		•
Commo	nwealth Assist	ance Forms	s > Submit	Form Con	firmation	l.		
Success	3							
Thank yo query, ple	ou for using eCAF. Yo ease do not hesitate t	ur submission ha to visit UTS Inse	as been forward arch Student Ad	led to UTS Ins dmissions	earch for ass	essment. You will be contacted	soon about the	outcome. Should you have any
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Study Plan	1	D	DESDST - Dip	loma of Desi	gn and Arch	itecture (Standard) - Design	,	
Form Type		Re	equest for a Fl	EE-HELP (No	on-university) Loa		
Status		Su	ibmitted By St	tudent				
Date Subm	nitted	20	/04/2021					
Time Subm	nitted	10	:34 PM					
View	Submitted Forms							

After you have submitted your eCAF on eStudent, UTS College will:

- Assess your FEE-HELP application.
 Confirm you have adequate FEE-HELP balance to cover the cost of the course you have accepted.
 Issue you with Orientation and Academic Preparation Week information.