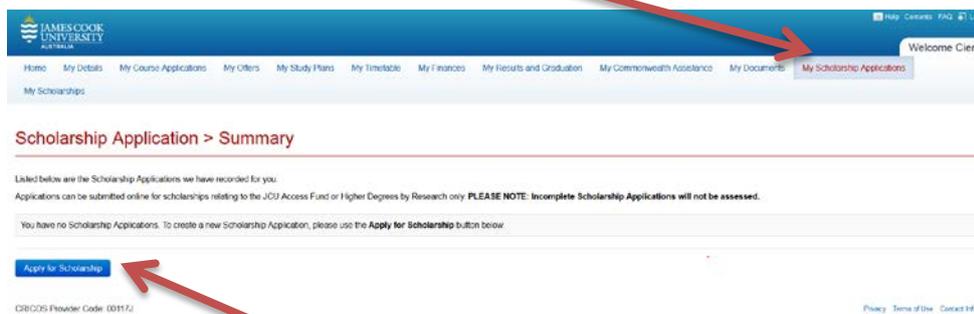


# Applying for the JCU Access Fund through eStudent

## Useful Tips before you start:

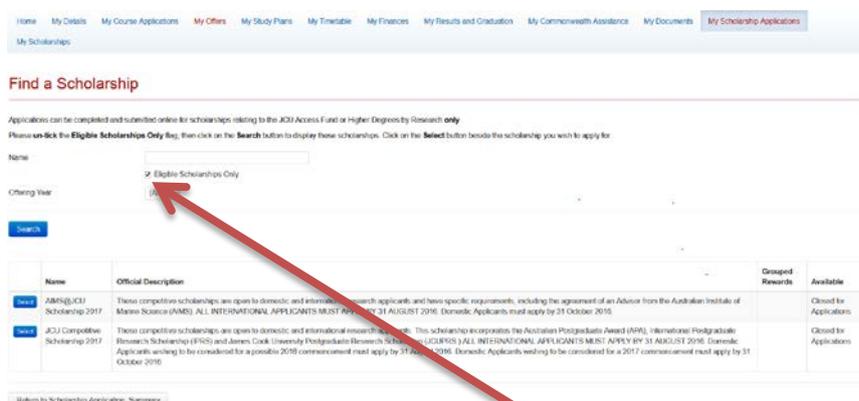
- Have all your documents stored on your device in an easy place to find (ready for uploading)
- Name your documents relevant to what they are, i.e. financial, children, residential etc.
- Take your time, sometimes it can take a while to upload.
- If you really cannot get the uploading to work, you can email the documents to [scholarships@jcu.edu.au](mailto:scholarships@jcu.edu.au)

### 1. Click on **My Scholarship Applications**



### 2. Click on Apply for Scholarship

You should then see as below:



So that the Access Fund appears you have to **UNTICK** the 'Eligible Scholarships Only' box

### 3. Then Search

Search

Name	Official Description	Grouped Rewards	Available
<a href="#">Select</a> Access Scholarships	This scholarship includes the JCU Access Fund and Indigenous Commonwealth Scholarships.	Indigenous Education Scholarship, Indigenous Relocation Scholarship, JCU Access Scholarship, JCU Access Bursary, JCU Support Grant	Open for Application
<a href="#">Select</a> AIMS@JCU Scholarship 2017	These competitive scholarships are open to domestic and international research applicants and have specific requirements, including the agreement of an Advisor from the Australian Institute of Marine Science (AIMS). ALL INTERNATIONAL APPLICANTS MUST APPLY BY 31 AUGUST 2016. Domestic Applicants must apply by 31 October 2016.		Closed for Applications

4. the Access Scholarships should appear as above

Click Select

5. The Apply button should be available on the relevant Round that is open.

### Select Scholarship Round

Select the Scholarship Round you wish to apply for from the list below.

Note: The Online Application Dates below show the period of time in which applications can be submitted.

	Year	Study Period	Available	Online Application Dates
	2018	Teaching Period 1	Not Open	
<a href="#">Apply</a>	2018	Teaching Period 2	Open for Application	01-May-2018 - 31-Jul-2018

[Back](#) [Cancel](#)

## Steps to completing the Online application

6. Scroll down to the Application **Questions** section first

### Application Questions

Question	Answer
Have you previously completed a bachelor degree which is not a pre-requisite for your current course? (This question is mandatory and MUST BE ANSWERED)	<input type="text"/>
Are you the first in your immediate family to attend university?	<input type="text"/>
Select from the list the most accurate description of your current financial situation. (This question is mandatory and MUST BE ANSWERED)	<input type="text"/>

7. Answer the questions, each one will state whether or not you need to provide documentary evidence.

8. Once you have answered all the questions scroll back up to upload your documents

### Supporting Documentation

Number 1

#### Please note:

For Application questions that require supporting documentation, please submit using the 'Upload a new file' link below. One or more documents can be loaded using this link.

It is mandatory for you to Upload supporting documentation to confirm either 'Your gross income' and/or 'Gross income for your partner or supporting parents'.

### Document Attachments

Alternatively, add one or more document attachments to upload by selecting the link below.

[Upload a new file ...](#)

Document Status

9. Upload the documents as required, based on the questions you answered.

## Uploading Documents

Go to

## Document Attachments

Alternatively, add one or more document attachments to upload by selecting the link below.

[Upload a new file ..](#)

Document Status

Not Received



10. Click [Upload a new file](#), it will then give you the option to upload documents as below

## Document Attachments

Alternatively, add one or more document attachments to upload by selecting the link below.

[Cancel](#)

Choose File

No file chosen

[Add Another](#)

Upload File(s)

Document Status

Not Received

11. Repeat these steps to upload all the documents that are required.

If you really cannot get the uploading to work, you can email the documents to [scholarships@jcu.edu.au](mailto:scholarships@jcu.edu.au)

12. Once you hit the [Confirm](#) you should see the following message

### Scholarship Application > Change Confirmation

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Success

Your application details have been saved successfully.

[Change my Scholarship Application Details](#)

[Apply for Study](#)

[Return to the Scholarship Application: Summary page](#)

13. If you do not see the Green Success bar as above, your application has not been correctly submitted, you will need to review and try again.