

Applicants: Frequently Asked Questions

- **How do I apply for the scholarship program?**

All applications for the NSW Nursing & Midwifery Education Scholarship Program are required to go through nomination process at your Local Health Districts (LHDs)/Specialty Health Networks (SHNs) level. Your nomination form is submitted to your line manager to initiate the approval process. Once your nomination form is further approved by the DON and Executive DONMS, you are then officially nominated.

- **How do I know if I'm successful in my course application?**

All nominated applications will be reviewed by HETI and approved by a Selection Panel.

Once the application is approved, HETI will notify the education provider and your employer/LHDs/SHNs for successful candidates. You will then be notified by your employer and receive an invitation from the relevant education provider for you to enrol into the course.

- **When can I apply for the courses?**

1. Applications are open as soon as HETI notifies the Executive DONMS/LHDs/SHNs for the commencement of nomination process. This is about 3 months prior to the course intake period.
2. The information is disseminated from Executive DONMS/DONM to your employer/line manager.
3. Submit your filled nomination form to your line manager.
4. Application selection and process will then commence.

- **I would like to complete my study program over 2 years**

Applicants should be aware of the workload of these tertiary courses.

Courses offered through this scholarship may be undertaken over two years.

Discuss and confirm the 2 year program alignment with the education provider.

Discuss and confirm the change to a 2 year program with your clinical manager.

Notify HETI as early as possible about this agreed change to study program.

Please be advised: LHD EDONM's have the discretion to identify if they prefer particular courses to be completed within a 1 year timeframe. This advice will be given by the LHD EDONM's office at the time of commencement of the scholarship application process.

- **I only have a midwifery degree, am I eligible to apply for the nursing graduate courses?**

No, the course you apply for should align with your current professional background.

- **Can my acting manager sign the nomination form?**

Yes, acting manager can sign the form.

- **How do I choose the course that is suitable to me?**

It is recommended that the course you choose is relevant to what you do in your current job. You may seek further advice from your manager.

5. What should I do if I need to request a deferment of my scholarship beyond a 2 year study plan?

- Please notify HETI by email as early as possible, stating the reasons for request to defer your scholarship.
- The deferment must fit parameters of the scholarship contract.
- Following consideration and agreement of your request it will be sent through to the LHD EDONM. The final decision to approve the request is at the discretion of the EDONM.
- HETI will inform both you, your manager and the education provider of the deferral decision.

- **What should I do if I wish to withdraw from the course?**

Please notify your employer/line manager, the education provider and HETI in writing as early as possible.

If you have further queries please contact:

HETI-NursingandMidwifery@health.nsw.gov.au