



Commonwealth Teaching Scholarships

Additional Payment for Remote Professional Experience Placements Policy

1. Purpose

The Commonwealth Teaching Scholarships (CTS) Program Additional Payment for Remote Professional Experience Placements (Remote Placement Payment) Policy sets out the eligibility requirements and application process for recipients undertaking their final professional experience placement in a remote school.

This policy should be considered in conjunction with the CTS Grant Opportunity Guidelines (Scholarship Guidelines) available on the [Scholarships website](#). The Scholarship Guidelines will prevail over this policy to the extent of any inconsistency.

2. Background

Section 4 of the Scholarship Guidelines outlines the Remote Placement Payment. A payment of \$2,000 may be available to CTS recipients who undertake their final-year professional experience placement in a remote or very remote area, as defined by the Australian Statistical Geography Standard (ASGS)¹ (refer to section 3 below). CTS recipients who apply and are eligible are not guaranteed to receive the payment.

3. Eligible Educational Settings

To be eligible for the Remote Placement Payment, a CTS recipient must undertake a final-year professional experience placement in a government school or government-run early learning setting (an eligible educational setting) in a remote or very remote area as defined by the [ASGS](#).

¹ See <https://www.abs.gov.au/statistics/statistical-geography/australian-statistical-geography-standard-asgs> for current version.

4. Application Process

The application process for the Remote Placement Payment will be undertaken twice each year in February and July. CTS recipients who are in the final year of their accredited initial teacher education (ITE) degree (based on the date of scholarship funding completion) will be contacted by the Department and provided with information and a link to an application form. CTS recipients that apply for a Remote Placement Payment will be required to provide the Department with official evidence confirming details of their final-year professional experience placement in a remote or very remote eligible education setting.

5. Assessment and Allocation Process

Following the eligibility check by the Department of the CTS recipient's official evidence (refer to section 4 above), recipients who have submitted eligible applications will be ranked by the remoteness of the eligible educational setting (as defined by the ASGS) for their final-year professional experience placement.

Allocation of the Remote Placement Payment is a demand driven and eligibility-based process. Accordingly, CTS recipients who apply and are eligible are not guaranteed to receive the Remote Placement Payment and financial and/or final-year professional experience placement decisions should not be made in reliance on the payment.

If the Remote Placement Payment is undersubscribed, no further applications will be sought or Remote Placement Payments made.

If applications are over-subscribed, the Remote Placement Payment will be allocated to eligible recipients based on the remoteness of the eligible educational setting as defined by the ASGS until this funding is exhausted. Where there are multiple applications of similar remoteness, funding will be assigned in order of the date each application is lodged until this funding is exhausted.

Recommendations will be provided to the Senior Responsible Officer (SRO) for decision and approval to grant the Remote Placement Payments. The SRO's decision is final and there is no mechanism to appeal the decision.

Recipients who are allocated a Remote Placement Payment will be advised by the Department via email.

6. Scholarship Agreement

The Scholarship Agreement (agreement) signed by the CTS recipient on commencement outlines the requirements of the Remote Placement Payment at paragraphs 17 and 18.

7. Payment

The Department will make a one-off payment of \$2,000 to those recipients allocated a Remote Placement Payment. The payment will be paid directly into the bank account nominated by the CTS recipient at the time of scholarship commencement unless the recipient formally advises otherwise via an official notifiable event submission.

In accordance with section 3.5 of the Scholarship Guidelines, CTS recipients of the Remote Placement Payment are able to access other support or financial assistance.

In accordance with section 3.6 of the Scholarship Guidelines, the Remote Placement Payment may have tax and social security payment implications and it is a CTS recipients' responsibility to seek advice on tax and social security matters.

8. Reporting Obligations

When a recipient completes the remote placement they must self-declare, via a form provided by the Department, that they undertook the final-year professional experience placement in an eligible education setting. The declaration must be provided to the Department within 14 days of completing the placement.

9. Debt Recovery

Recipients who do not undertake, complete or otherwise fulfil the professional experience placement in the remote or very remote eligible educational setting may be required to pay back the Remote Placement Payment to the Department in accordance with the agreement.

No interest will be payable on repayments.

10. Complaints

Any complaint about a decision made by the Department regarding Remote Placement Payments will be handled in accordance with the Department's Complaints Procedure outlined in the Complaints Handling Policy.