



Department of
**Jobs, Tourism, Science
and Innovation**

Guidelines: International Student Self-Quarantine Support Fund

24 March 2022



Western Australia's Safe Transition Plan was recently updated to include a mandatory self-quarantine period of up to seven (7) days for international students arriving before the planned border re-opening on 3 March 2022.

This International Student Self-Quarantine (ISSQ) fund is for international students:

- enrolled at an eligible Western Australian educational institution, studying for a course that is at least one month in length and starts in Semester One, 2022 (or equivalent); and
- who arrived in Western Australia between 20 January 2022 and 2 March 2022 and are required to undertake mandatory self-quarantine.

Up to 4000 eligible students will be provided \$2,000 as part of the Western Australian Government's commitment to support international students' return to Western Australia. Payments are exclusive of GST.

1. Eligibility

1.1. Eligible international students

To be eligible for the \$2,000 payment, international students must comply with the following criteria:

- A. You are an international student enrolled with an eligible Western Australian education provider (i.e. University, ELICOS, TAFE, VET, higher education pathway college or secondary school) to commence study in semester one (or equivalent), substantiated by a copy of your Confirmation of Enrolment (CoE); and your course must be of one month duration or longer.
- B. You entered Western Australia between 20 January 2022 and 2 March 2022, substantiated by a copy of your travel documents;
- C. You undertook mandatory self-quarantine in Perth, substantiated by a copy of your G2G pass approval;
- D. You have an Australian bank account, substantiated by a copy of your bank statement.

If you are an international student enrolled in secondary school and aged less than 16 years, your guardian can apply for your payment and it can be paid to their Australian bank account. Please note your guardian will be contacted after the application is submitted to provide additional evidence of their relationship with you.

1.2. Ineligible international students

Students who are not eligible for the payment are:

- A. International students who arrived in Western Australia prior to 20 January 2022;
- B. Australian/domestic students who have travelled interstate to undertake studies in Western Australia; and
- C. International students enrolled in a Western Australian primary school, pre-primary, kindergarten or equivalent.

2. Payments

Up to 4000 successful Applicants will receive \$2,000 from the Western Australian Government through the Department of Jobs, Tourism, Science and Innovation.

To apply for the \$2,000 payment, Applicants will need to follow the process identified below and supply all required information.

Payments will be made after your education institution has provided confirmation you are an international student enrolled with them. Successful Applicants will receive the payment direct to their nominated Australian bank account.



3. How to apply

Applicants must complete and lodge an application online through <https://ie.smartygrants.com.au/selfquarantine>.

The following information will be required in the ISSQ fund application form:

1. Your official name, in full and as used on your enrolment and travel documents to study in Western Australia, and your date of birth.
2. Your home address in Western Australia, email address and telephone number.
3. A copy of your approved G2G pass which specifies you are required to undertake mandatory self-quarantine.
4. A copy of your travel documents, either ticket or boarding pass that includes your name and flight details and your arrival date into Western Australia.
5. A copy of your Confirmation of Enrolment (CoE) which identifies you are an international student and details your education institution, course and course length.
6. Your Unique Student Identifier (USI), a number provided to you by the Australian Government when you arrive in Australia. More information is contained here: <https://www.usi.gov.au/>
7. Your student number, provided to you by your education institution.
8. Details of your Australian bank account, and you will be required to upload a copy of a recent bank statement showing your name, address and account details.
9. Consent to share your name, student number and course details with your nominated education institution to confirm you are an enrolled international student.

The steps below outline how to submit an application.

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| Step 1 | Go to https://ie.smartygrants.com.au/selfquarantine |
| Step 2 | Click on the 'Start a submission' link. |
| Step 3 | Complete the application registration process. You will receive an email confirming your reference number (ISSQ#). |
| Step 4 | Complete the online application form. You can save and return to the application form at any time before you submit the form. |
| Step 5 | Once your application is complete, click 'Submit'. |
| Step 6 | You will receive an automated email acknowledging that your application has been received. Without this acknowledgement, your application has not been submitted. |

4. Timeframes

Applications for the ISSQ Fund will open at 1pm on 24 March 2022, and will close at 10am on Monday 2 May 2022.

Applications will only be accepted from eligible international students who are required to undertake mandated self-quarantine on arrival into Western Australia between 20 January 2022 and 2 March 2022.

Please note, as a maximum of 4000 payments are available under this program. Complete applications with all required supporting documentation will be prioritised for assessment in order of receipt. It is estimated payments will be made to approved applicants within four weeks of a complete application being made.

5. Assessment and Terms and Conditions

5.1. Assessment

The Department will assess your application to ensure it meets all the eligibility criteria.

Successful Applicants will receive a notification via email that their application has been successful and payment will be made directly to the Applicant's nominated Australian bank account.



Unsuccessful Applicants will be notified in writing.

5.2. Terms & Conditions

By submitting your application, you acknowledge and agree to be legally bound by these Guidelines, and specifically the General Terms and Conditions as set out in these Guidelines, forming the Agreement between you and the Department.

Before submitting your application please ensure you have read and understood the General Terms and Conditions as set out in these Guidelines.

6. Contact

All enquiries regarding the quarantine support fund can be directed to iesupport@jtsi.wa.gov.au.

7. General income tax information

Subject to an Applicant's specific circumstances, the receipt of funding from this program may be treated as assessable income. We strongly recommend that potential Applicants seek independent advice about the possible income tax implications from a qualified tax agent/advisor, or the Australian Taxation Office, prior to submitting an application.



Frequently Asked Questions (FAQs)

- 1. I am an international student enrolled at a WA institution for Semester 1 2022, however I entered Western Australia before 20 January 2022 and was required to enter quarantine. Am I able to apply for this fund?**

No. The fund has been developed in recognition of the international students who had planned quarantine-free travel to Western Australia once the border opened on 5 February 2022. On 20 January 2022, the border opening was delayed meaning that students planning to travel after that date were required to arrange for a period of quarantine.

- 2. I am an international student and plan to enrol at a Western Australian institution for Semester 2, 2022. Will I be eligible for the \$2,000 payment?**

No, the program is in place for those students enrolling in courses commencing before 30 June 2022.

- 3. I am an international student enrolled in a course due to commence within the next month. I stayed at a family member's private address to undertake the required quarantine. As this did not cost me anything, am I able to apply for this support payment?**

Yes, the payment is available to all international students enrolled in a course of longer than one-month duration, who entered WA between 20 January 2022 and 2 March 2022 and were required to self-quarantine.

- 4. Do I need to advise when I arrived in Western Australia and where I completed my period of self-quarantine?**

In order to qualify for payment, students must provide evidence they have arrived in WA since 20 January 2022, been required to quarantine (as directed on their G2G pass) and are enrolled in a course of study to commence within Semester 1, 2022. Students will be required to advise details of where they undertook quarantine on both the G2G pass and the application.

- 5. I don't hold a student visa but I am enrolled to study at a WA institution. Will I qualify for this payment?**

Applicants must be able to demonstrate they have a confirmed enrolment for a course running for one month or more, as an international student, in order to be eligible for payment. Additionally, they must be able to demonstrate they were required to undertake a period of quarantine following their arrival into WA between 20 January and 2 March 2022.

- 6. I entered Western Australia in late February 2022, and was required to undertake a few days quarantine before borders opened on 3 March 2022. Can I still apply for this assistance?**

Yes, providing you have been instructed to undertake a period of self-quarantine on arrival (as noted on your G2G pass) you will qualify for this payment.



General Terms and Conditions

1. Cancellation and Variation

The Department of Jobs, Tourism, Science and Innovation (JTSI) reserves the right at its absolute discretion, at any time and from time to time, to (in whole or in part) cancel, vary, supplement, supersede or replace this Program.

If JTSI cancels, varies, supplements, supersedes or replaces this Program, then:

- a) JTSI will advise each Applicant that the Program has been cancelled, varied, supplemented, superseded or replaced; and
- b) The Applicant shall not have any recourse against JTSI whatsoever including claims for any costs or expenses incurred by the Applicant in applying for funding through this Program.

2. JTSI's Rights

JTSI is under no obligation to accept any application and may reject any application at its absolute discretion, including:

- a) If an application fails to comply with the requirements of this Program;
- b) If an application is incomplete or contains information or representations that are false or misleading;
- c) If JTSI decides to cancel the Program, or exercise any other right referred to in clause 1 above, due to changes of policy.

After an application is received, JTSI may:

- a) Request additional information from the Applicant in relation to the content of its application form for the sole purpose of clarifying the application. The Applicant must comply within the time set out in any such request.

After a funding payment is made to an Applicant, JTSI may, at its absolute discretion:

- a) Conduct random or specific audits of any or all of the information provided by the Applicant;
- b) Request additional information from the Applicant if JTSI reasonably believes that any of the information provided by the Applicant may be incomplete, false or misleading; and
- c) If JTSI decides that an Applicant no longer satisfies, or never did satisfy, the eligibility criteria for the funding program, JTSI may seek recovery of some or all of the funding paid to the Applicant. The obligation for an Applicant to repay JTSI any funding represents a debt due and payable by the Applicant to JTSI.

Each Applicant, in submitting an application, warrants and represents that all information and representations (in whatever form) given to JTSI under, as part of or in connection with the Program or the application, is true and correct, complete, and up-to-date, and in no way misleading or deceptive.

Despite anything expressed or implied to the contrary in these General Terms and Conditions, the Guidelines, or any other documentation associated with the Program, no Applicant shall have or assert any legal (including equitable) rights under, in connection with, on account of, or associated with any of the aforesaid documents or the Program.

3. Submission Process

The Applicant must submit the application electronically through the website link <https://ie.smartygrants.com.au/selfquarantine>, noting the following conditions:



- a) Receipt of the application will be determined by the date and time shown on the 'in-box' that the application was received;
- b) Lodgement of electronic files may take time and the Applicant must make their own assessment of the time required for full transmission of their application;
- c) JTSI will not be responsible or liable (in negligence or howsoever) in any way for any loss, damage or corruption of the electronic copy of the application;
- d) If the electronic copy of the application becomes corrupted, illegible or incomplete as a result of transmission, storage, encryption or decryption, then JTSI may request the Applicant to provide another copy of the application either electronically or in hard copy or both;
- e) If JTSI requests the provision of further information, then the Applicant must provide the copy of the documents or information requested within the period specified by JTSI; and

4. Selection Process

An assessment of each application will be undertaken against the criteria identified above to confirm that the information submitted is complete, correct and accurate, prior to any offer of funding.

5. Withdrawal of Application

The Applicant may withdraw their application at any time prior to acceptance of its application, by notifying JTSI by email.

6. Disclosure of Offer Information

The Applicant agrees and acknowledges in regard to their application that:

Information is subject to the Freedom of Information Act 1992 (WA) and may also be disclosed by JTSI, or the State of Western Australia under a court order or upon request by Parliament or any committee of Parliament or if otherwise required by law.

To the fullest extent of the Law the Applicant releases the State of Western Australia, JTSI including their respective officers, employees, contractors and agents or otherwise from all liability (in negligence or howsoever arising) for any loss, injury, damage, liability, costs or expenses suffered or incurred by the Applicant resulting from the disclosure of the application in part or whole ..

Nothing in the Guidelines or the General Terms and Conditions shall be interpreted to affect or diminish the powers and responsibilities of the Auditor General for the State of Western Australia under the *Financial Management Act 2006* and the *Auditor General's Act 2006* in any way.

Subject to this clause and to the provisions of the *Financial Management Act 2006* and the *Auditor General's Act 2006*, JTSI will not make public any part of the application or any application information that the Applicant expressly and reasonably nominates in their application as confidential. However, JTSI may require the Applicant to withdraw any claim to confidentiality in respect of any part of the application information as a condition of acceptance of the application.

7. General

To the fullest extent permitted by law all implied terms and conditions are excluded from these General Terms and Conditions.

These General Terms and Conditions are governed by the laws of Western Australia.

8. Laws

An Applicant must comply with all requirements and rules of each statute, subsidiary legislation, the common law and equity in respect of their application and the Program.



9. Definitions

In these General Terms and Conditions:

Program means the International Student Self-quarantine Support Fund, and associated processes, and requirements and benefits described in both the Program Guidelines and these General Terms and Conditions; and

Guidelines means the document titled "Guidelines: International Student Self-quarantine Support Fund".

10. Privacy statement

Information provided by Applicants or collected by JTSI relating to an Applicant or their application may be used in the administration and in the assessment of their application.

JTSI will store personal information collected in this process, supporting documentation and any program administration, monitoring and evaluation activities in compliance with its obligations under the Privacy Act 1988 (Cth) and the Australian Privacy Principles.