



Curtin University

CENTRE FOR ABORIGINAL STUDIES

INDIGENOUS TUTORIAL ASSISTANCE SCHEME (ITAS)

Student Application

Make tomorrow better.

karda.curtin.edu.au

CRICOS Provider Code: 003013

Personal Details

Student ID

Date //

First Name: _____ Surname: _____

Preferred Name: _____ Date of Birth: //

Postal Address: _____ Postcode

Telephone H W M

Email _____

Gender Male Female Other

Identity Details

Are you: Aboriginal Torres Strait Islander

The Centre for Aboriginal Studies is responsible for determining the Indigenous status of a student for the purpose of providing government funded assistance to those students. In confirming a student's Aboriginal or Torres Strait Islander heritage, students can provide confirmation of Indigeneity by providing:

- Birth records or genealogies verified by a suitable authority as applicable to the student; or
- A letter signed by the Chairperson of an Aboriginal and/or Torres Strait Islander incorporated organisation (where records are not available).
- Evidence of self-identification as an Aboriginal or Torres Strait Islander by signing an affirmation that he/she identifies as an Australian Aboriginal or Torres Strait Islander.
- Evidence of acceptance as an Aboriginal or Torres Strait Islander by the community confirmed in writing from the Chairperson of an Aboriginal or Torres Strait Islander incorporated organisation in a community in which the applicant lives or has previously lived.
- Evidence of approved Abstudy by Centrelink.

Please provide one of the above documents with your application to the ITAS Officer, via email: CAS-ITASAdmin@curtin.edu.au. For Further Information please visit: <https://aiatsis.gov.au/research/finding-your-family/before-you-start/proof-aboriginality>

Please note: The above information is not intended to cause offence. Indigenous-specific services and programs are intended to address social, health and educational issues that Indigenous people face as the result of past removal policies and inadequate educational, employment and health services. Requesting proof of Aboriginal or Torres Strait Islander heritage from applicants helps to make sure that this intention is honored.

Education Details

Exact name of Degree or studies _____

Level of study Enabling 1st 2nd 3rd 4th

Campus Perth, Bentley Perth, CBD Kalgoorlie

Global (please specify) _____

Assistance Required

You can receive tutoring for 8 units for the year, and you may nominate a tutor for each unit if you have a preference. Please note that if you nominate a new tutor, it may take up to 3 weeks to process their application once they have been approved.

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name: _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Study Period: _____ Unit Code: _____ Unit Title: _____

Tutor Nomination Name _____ Or choose for me: Yes

Student Educational Self Assessment

I need assistance with:

- | | |
|--|--|
| <input type="checkbox"/> understanding academic language | <input type="checkbox"/> exam preparation |
| <input type="checkbox"/> understanding key principals / methodologies. | <input type="checkbox"/> referencing |
| <input type="checkbox"/> interpreting and translating academic jargon | <input type="checkbox"/> organisational skills and time management |
| <input type="checkbox"/> understanding topics covered in lectures | <input type="checkbox"/> library orientation |
| <input type="checkbox"/> understanding tutorial material | <input type="checkbox"/> Other (please specify) _____ |
| <input type="checkbox"/> tutorial exercises. | _____ |
| <input type="checkbox"/> academic writing | _____ |
| <input type="checkbox"/> Critical thinking | _____ |

Additional Support

- I have a *Curtin Access Plan (CAP). **Please include a copy with this application.**

Please note, a CAP has an end date after which it is no longer valid, please make sure that your CAP has not or will not expire for the study period that this application is required for.

- I need help applying for a CAP.
- I would like more information about CAS Counselling Services.
- I need additional support or more information about (please specify) _____

* If you are a student who has a disability or medical condition you are eligible for, or may already have a Curtin Access Plan (CAP). This document allows for reasonable adjustments to your study program to enable fair and equitable access, enabling you to meet your course requirements. Examples of adjustments that you may be eligible for are automatic extensions on all assignments, extra time for assessments, separate exam venues etc. For more information go to:

[students.curtin.edu.au/ personal-support/disability/help/access-plan/](https://students.curtin.edu.au/personal-support/disability/help/access-plan/)

Other circumstances

Are there any other circumstances about your current situation and/or learning disabilities that you have that your tutor/s should be aware of this semester?

Declaration

- I declare that
 - My details are correct.
 - There is no conflict of interest with my nominated tutor/s.
 - I understand that tutoring cannot commence until my application has been processed and I have been advised as such from the ITAS Officer.
- I declare that I will:
 - Participate in the tuition arranged through ITAS.
 - Construct a work program with my tutor at the first tutorial session.
 - Attend all arranged tutorial sessions.
 - Confirm tuition at the end of each tuition session by signing and dating the tutor claim form.
 - Notify the ITAS Officer if I have a change in circumstances such as change of address, phone number or email address – within 7 days of that change occurring.
 - Notify the ITAS Officer if I have to withdraw or change my enrolment - within 7 days of that change occurring
 - Notify the ITAS Officer if I no longer require tuition.
 - Make contact with the ITAS Officer for assistance if I feel at any time that I am not making satisfactory progress with my tutoring.
- I will give the tutor at least 24 hours notice before the tutorial session if the sessions are to be cancelled or changed, otherwise the tutor will be entitled to a 1 hour “no show” courtesy payment and the hours will be deducted from my allocated tutoring hours.
- I acknowledge that by not attending an arranged tutorial on two occasions without valid reason or advanced notification my tuition may be cancelled.
- I give my permission for my contact details to be given to my tutor(s).
- At the conclusion of each semester I understand that I am required to complete an ITAS tuition evaluation form and return to the ITAS Officer.

Signed: _____

Dated: _____

Please return this form to: CAS-ITASAdmin@curtin.edu.au

ITAS Officer

Centre for Aboriginal Studies, Curtin University GPO Box U1987, 6845

Telephone 08 9266 7091, Web: karda.curtin.edu.au

Office Use Only

Tuition approved Yes No

Total hours _____ hours(s)

Proof of Enrolment Yes No

Comments _____

Signed _____ Date of approval _____