

## Application for Supplementary Academic Support

This application is for additional tutorial or thesis editorial assistance for the following AusAID sponsored student to avoid potential failure.

Student – please complete this section	
Monash ID: _____	Scholarship award: <input type="checkbox"/> ADS <input type="checkbox"/> ALA
Surname: _____	Given Name(s): _____
Course title: _____	
Unit(s) tutorial / editorial assistance required for: _____	
Reason(s) for tutorial / editorial assistance: _____ _____	
Number of hours assistance is required: _____ (Must not exceed \$500 per semester)	
<b>Declaration:</b> I declare that the reason(s) stated above in requesting assistance are true and correct.	
Signature: _____	Date: ____ / ____ / ____

Tutor / Editor – please complete this section and you will be contacted via email with an employment offer													
Current Monash Sessional Tutoring or Editorial salary rates applicable to AusAID tutorial / editorial support:													
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left; padding: 2px;">Monash Sessional Tutoring rates:</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Without doctoral qualifications (2090)</td> <td style="padding: 2px;">\$75.00/hour</td> </tr> <tr> <td style="padding: 2px;">With doctoral qualifications (2056)</td> <td style="padding: 2px;">\$89.69/hour</td> </tr> </tbody> </table>	Monash Sessional Tutoring rates:		Without doctoral qualifications (2090)	\$75.00/hour	With doctoral qualifications (2056)	\$89.69/hour	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left; padding: 2px;">Monash Sessional Editorial / Marking rates:</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;">Without doctoral qualifications (2088)</td> <td style="padding: 2px;">\$37.50/hour</td> </tr> <tr> <td style="padding: 2px;">With doctoral qualifications (2087)</td> <td style="padding: 2px;">\$44.84/hour</td> </tr> </tbody> </table>	Monash Sessional Editorial / Marking rates:		Without doctoral qualifications (2088)	\$37.50/hour	With doctoral qualifications (2087)	\$44.84/hour
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Full name of tutor / editor: _____													
Email address: _____													
Contact number(s): _____													
1) Are you a current staff member or student at Monash University?													
<input type="checkbox"/> Yes – Staff ID: _____ and/or Student ID: _____													
<input type="checkbox"/> No													
2) Are you an Australian citizen or permanent resident?													
<input type="checkbox"/> Yes													
<input type="checkbox"/> No – please provide a certified photocopy of your current passport and visa page													
3) Do you hold a Doctoral degree?													
<input type="checkbox"/> Yes – please provide a certified photocopy of your PhD qualification													
<input type="checkbox"/> No													
Signature: _____	Date: ____ / ____ / ____												

Approval from Course Coordinator / Supervisor – please be informed of the student's request for additional support	
Name: _____	Signature: _____
Telephone: _____	Date: _____

**Return this form and any supporting documentation to the Fees Unit via the Student Service Centre on your campus for approval before commencing any session.**

The information on this form is collected for the primary purpose of assessing your application for supplementary academic support. If you choose not to complete all the questions on this form, it may not be possible for the Fees Unit to process your application. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on (03) 9902 9589 or by email: [privacyofficer@monash.edu](mailto:privacyofficer@monash.edu).