

# Student Fees Procedures - Startup-Help

## Section 1 - Purpose and Context

- (1) These procedures provide the University requirements for managing the STARTUP-HELP program in accordance with the relevant legislation including the [Higher Education Support \(STARTUP-HELP\) Guidelines 2023](#).
- (2) These procedures apply to students selected for a STARTUP-HELP place in an approved accelerator program at the University.

## Section 2 - Definitions

- (3) For the purpose of these procedures definitions that apply can be found in the [Student Fees Policy](#) and the [Policy DDS Glossary](#), in addition to the following:
- a. Accelerator Program means a University approved program that meets the requirements as set out in the [Higher Education Support \(STARTUP-HELP\) Guidelines 2023](#).
  - b. STARTUP-HELP means a loan offered by the Commonwealth Government to provide fee assistance to eligible students in eligible accelerator programs.

## Section 3 - Policy Statement

- (4) Refer to the [Student Fees Policy](#).

## Section 4 - Procedures

### Eligibility

- (5) Eligibility for STARTUP-HELP assistance will be according to the criteria set out in the [Higher Education Support Act 2003](#) and and described on the Australian Government's STARTUP-HELP loan information page.

### Selection

- (6) Students are selected for a place in an approved accelerator program with a STARTUP-HELP loan in accordance with the [Admissions Policy](#) and any published criteria.
- (7) The University applies quotas or sub-quotas for admission to STARTUP-HELP places in accordance with the [Admissions Policy](#) and to facilitate participation of groups that are underrepresented in the startup ecosystem including, but not limited to:
- a. First Nations Australians
  - b. people with a disability
  - c. women.

## **Electronic Commonwealth Assistance Forms (eCAF)**

(8) Students enrolling in a STARTUP-HELP assistance program must submit a completed STARTUP-HELP eCAF by the approved census date and:

- a. provide their tax file number
- b. provide their valid unique student identifier
- c. be assessed as a genuine student and academically suitable for the approved accelerator program.

## **Withdrawing from Study and Reversal of Assistance**

(9) No STARTUP-HELP debt will be incurred where a student withdraws from the program before the relevant census date.

(10) A student withdrawing from the STARTUP-HELP program after the census date may apply for a reversal of their STARTUP-HELP assistance and/or remission of any STARTUP-HELP debt if they can demonstrate the following special circumstances happened:

- a. what happened to them was beyond their control
- b. the full impact was not apparent until on or after the census date
- c. what happened made it impracticable for the student to complete the requirements for the Startup Year program
- d. the application is made within 12 months of the withdrawal day.

(11) Refer also to the [Student Fees Policy](#) "Withdrawal without Financial Penalty: Guidelines on what Constitutes Extenuating Circumstances" section.

## **Section 5 - Guidelines**

(12) [Higher Education Support Act 2003](#).

(13) [Higher Education Support \(STARTUP-HELP\) Guidelines 2023](#).

(14) [2024 STARTUP-HELP Information](#).

## Status and Details

<b>Status</b>	Current
<b>Effective Date</b>	30th July 2024
<b>Review Date</b>	30th July 2027
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<b>Approval Date</b>	26th July 2024
<b>Expiry Date</b>	Not Applicable
<b>Unit Head</b>	Jess Gleeson Director, Data Integrity, Quality and Operations j.gleeson@westernsydney.edu.au
<b>Author</b>	Simon Potts Senior Manager, Curriculum Data Quality s.potts@westernsydney.edu.au
<b>Enquiries Contact</b>	Simon Potts Associate Director, Student Administration s.potts@westernsydney.edu.au