Endeavour
Mobility Grants

Frequently Asked Questions

2018 Round
These Frequently Asked Questions (FAQs) provide information for eligible Australian Tertiary Education Providers applying for funding under the following student mobility sub-programs within Endeavour Mobility Grants:

- **International Student Exchange Program**
- **Study Overseas Short-term Mobility Program**
- **Endeavour Cheung Kong Student Exchange Program**
- **Asia Postgraduate Program**
- **Vocational Education and Training Outbound Mobility Program**
- **Asia Vocational Education and Training Program**

Note: This document may be updated during the course of the round.

These FAQs should be read in conjunction with:

- *Endeavour Mobility Grants Guidelines 2018 Round*

Other information sources:

- *ISEO User Guide*  
  2018 Round Guide to Lodging Endeavour Mobility Grant Applications

This document is a general guide only. Please direct any other questions to the Department of Education and Training at student.mobility@education.gov.au.
Table of Contents

Overview of Endeavour Mobility Grants ........................................................................................................... 1

1. What are Endeavour Mobility Grants? ................................................................................................................ 1

2. What are the key changes to the EMG sub-programs in the 2018 round? ...................................................... 1

3. What are the opening and closing dates for applications in the 2018 round? ................................................. 1

4. What student grant funding is available in the 2018 round? ........................................................................... 1

5. What types of projects are supported under Endeavour Mobility Grants? .................................................... 2

6. Can the project be for any course of study? ......................................................................................................... 2

7. When can students commence their projects? .................................................................................................. 2

8. Can a project be for multiple locations? ............................................................................................................ 2

9. In a multiple location short-term project, can the same students travel to multiple locations or should students travel independently to different locations? ......................................................... 2

Eligibility Requirements ......................................................................................................................................... 3

10. Who can apply for funding? ............................................................................................................................ 3

11. Can an organisation that specialises in arranging student mobility opportunities apply for funding? .... 3

12. Are all higher education and VET students eligible to receive a grant? ........................................................... 3

13. Can a student receive multiple grants? ............................................................................................................ 3

14. Can an overseas student receive a grant? ........................................................................................................ 3

15. Is there a maximum age limit for students? .................................................................................................... 4

Designing an Application – Institutions .............................................................................................................. 4

16. Can I submit an application for a mobility project related to any course of study? ...................................... 4

17. What is the difference between short-term and semester study? .................................................................. 4

18. What is the maximum number of student grants I can apply for per project? .............................................. 4

19. Can I split student grants? ................................................................................................................................ 4

20. Can I have different numbers of incoming and outgoing students in my ISEP or ECKSEP application? ..... 4

21. What is the Project Facilitation Subsidy for? How many can I apply for? .................................................... 5

22. What is a language grant? How many can I apply for? .................................................................................... 5

23. Can students undertake study at an offshore campus of their home institution? ........................................ 5

Application and Assessment Process .................................................................................................................. 5

24. How do institutions apply? ............................................................................................................................... 5

25. Who can create applications? .......................................................................................................................... 5

26. What is the project ranking used for? .................................................................................................................. 5

2016 Endeavour Mobility Grants Guidelines
27. What happens if I don’t know all my project details (travel dates, project partner, exact field of study etc)? ................................................................. 6
28. Can I submit an application for projects involving semester study without a finalised student exchange agreement? .......................................................... 6

Information for Funding Recipients ........................................................................... 6
29. Do I need to acknowledge EMG funding in promotional or other materials related to a project? 6
30. Can I retain student grant funding to make group travel bookings? ......................... 6
31. What consent do I need to obtain from my students to collect their contact details? ........ 6
32. How do I provide the contact details of my students? ................................................. 7
33. Do I need to obtain consent from students to use their testimonials or photos for promoting EMG? .................................................................................. 7

Information for Students ............................................................................................. 7
34. How can I receive funding through EMG as a student? ............................................. 7
35. Will I lose income support payments while studying overseas? ............................... 7
Overview of Endeavour Mobility Grants

1. What are Endeavour Mobility Grants?
Endeavour Mobility Grants (EMG) are Australian Government funded grants provided to tertiary education institutions with the aim of supporting students in accessing global opportunities as part of their studies.

EMG comprises several mobility sub-programs that target different groups of tertiary students and study locations:

- International Student Exchange Program (ISEP)
- Study Overseas Short-term Mobility Program (STMP)
- Endeavour Cheung Kong Student Exchange Program (ECKSEP)
- Asia Postgraduate Program (Asia Postgrad)
- Vocational Education and Training Outbound Mobility Program (VET Outbound)
- Asia Vocational Education and Training Program (Asia VET)

EMG is administered by the Department of Education and Training and applications are lodged through the Department’s International Student Exchange Online (ISEO) system.

2. What are the key changes to the EMG sub-programs in the 2018 round?
- The grant amount for STMP and VET Outbound has been increased to $2500 per student in recognition of the additional cost associated with travel to global locations.
- The eligible Pacific locations for Asia Postgrad and Asia VET have been expanded to include French Polynesia and New Caledonia. Undergraduate study in these locations will now be supported through the New Colombo Plan Mobility Program.
- The Asia Postgraduate program will only offer short term grants to support Postgraduate study in Asian locations.
- The 2018 Guidelines include additional information for institutions about reporting requirements, compliance, and acknowledgement of Australian Government funding.

3. What are the opening and closing dates for applications in the 2018 round?
Applications for the 2018 round of Endeavour Mobility Grants opened on 19 April 2017. Project applications must be lodged by 11.59 PM AEST on Wednesday, 14 June 2017.

Applications must be lodged in ISEO by the closing date. Late applications or applications submitted by mail or email are not eligible for consideration.

4. What student grant funding is available in the 2018 round?
- ISEP and ECKSEP provide student grants of $5000 per student for semester study
- STMP and VET Outbound provide student grants of $2500 per student for short-term study
- Asia Postgrad and Asia VET provide student grants of $2000 per student for short-term study.
  A Language Support Grant of $1000 per student is also available under these sub-programs
A Project Facilitation Subsidy is also available at a rate of $1500 per eligible Project. The Project Facilitation Subsidy is to be used to cover administrative costs associated with management of the Project.

Institutions should be aware that students who receive a mobility grant are not precluded from accessing other Australian Government support.

For example, OS-HELP is an Australian Government loan available to assist eligible undergraduate and postgraduate students who want to undertake some of their study overseas and is repaid with students’ regular HELP loans. For more information on OS-HELP please visit: http://studyassist.gov.au/sites/studyassist/helppayingmyfees/os-help_overseas_study/pages/os-help-loans-and-study-overseas.

5. What types of projects are supported under Endeavour Mobility Grants?
Both semester study and short-term projects are supported, including: practicums; clinical placements; internships and volunteer projects. All semester study must be for credit and all short-term projects must provide credit or otherwise count towards the course requirements for the Australian course in which the student is enrolled.

6. Can the project be for any course of study?
Each project must provide credit or count towards the course requirements of a course of study. The project can be for any course of study provided the course is accredited and at an eligible course level for the EMG sub-program.

7. When can students commence their projects?
Students can commence their projects under all 2018 EMG sub-programs from 1 January 2018.

Short-term projects should be completed by 1 March 2019 and Semester projects should be completed by 31 August 2019.

8. Can a project be for multiple locations?
Yes, each project application under STMP, Asia Postgrad, VET Outbound and Asia VET may be for up to a maximum of 10 locations.

Each ISEP and ECKSEP project application must be for a single location only.

9. In a multiple location short-term project, can the same students travel to multiple locations or should students travel independently to different locations?
Where multiple locations are selected in a single project, students may travel to more than one location or travel independently to different, single locations.

When lodging your application on ISEO please select locations that best represent the locations that students are likely to travel to.
Eligibility Requirements

10. Who can apply for funding?
Applications for funding can only be made by Australian tertiary education providers.

For ISEP, ECKSEP, STMP and Asia Postgrad, applications may be made by Australian higher education providers, as described under the Higher Education Support Act 2003 (Cth).

Applications for funding under VET Outbound and Asia VET may be made by any Australian public or private Registered Training Organisation as registered by the Australian Skills Quality Authority (ASQA) or relevant state authority.

11. Can an organisation that specialises in arranging student mobility opportunities apply for funding?
No, only eligible Australian tertiary education providers may apply for funding.

12. Are all higher education and VET students eligible to receive a grant?
No, there are some conditions that apply to student eligibility for funding under EMG.

- Eligible undergraduate students must be undertaking a qualification as defined under level 7 or level 8 of the Australian Qualifications Framework.
- Eligible postgraduate students must be undertaking a Masters Degree as defined under level 9 of the Australian Qualifications Framework.
- Eligible VET students must be undertaking a course that leads to the award of one of the following VET qualifications: Certificate IV, Diploma, Advanced Diploma, Graduate Certificate, Graduate Diploma (as defined under level 4, level 5, level 6 or level 8 of the Australian Qualifications Framework).

Each institution that receives EMG funding is responsible for assessing students’ eligibility and for determining which students receive the grants. This selection process must be fair, independent and transparent.

13. Can a student receive multiple grants?
A student cannot receive more than one grant under the same mobility sub-program (for example, two ISEP grants). Students can receive more than one grant under EMG provided that the grants are awarded under different mobility sub-programs (for example, one ISEP and one STMP grant).

Students who receive a grant through any of the EMG sub-programs may also be eligible to receive a mobility grant under the New Colombo Plan.

14. Can an overseas student receive a grant?
Yes, funding support for incoming overseas students from an Australian higher education provider’s partner institution is available through ISEP and ECKSEP. Institutions must have a student exchange agreement in place with the partner institution (see question 26).
International students who are already studying in Australia at an applicant institution may participate in an outgoing project, but they are not eligible to receive EMG funding.

15. **Is there a maximum age limit for students?**
No, there is no age limit for students participating in an EMG project.

**Designing an Application – Institutions**

16. **Can I submit an application for a mobility project related to any course of study?**
The project can be for any course of study, provided the course is currently accredited and at an eligible course level for the EMG sub-program. The qualification level(s) and field of study must be included in the funding application. Further information about the course of study can be included in the project description.

17. **What is the difference between short-term and semester study?**
Short-term study is study of less than six months in duration.

Semester study is for a study period as defined by the Partner Institution, which may operate on the basis of semesters or trimesters. The study period must be full time and for no less than 10 weeks and no greater than 20 weeks.

18. **What is the maximum number of student grants I can apply for per project?**
Applicant institutions can apply for a maximum of 10 outgoing student grants per project.

Under ECKSEP, up to 10 overseas incoming student grants may also be applied for. For ISEP, institutions can apply for a maximum of 10 Semester Grants, with any combination of outgoing and incoming grants.

If an institution has a project that it believes may become over-subscribed (i.e. more than 10 students may wish to participate), two or more identical project applications may be submitted. Please note that ISEO will automatically generate individual project identifying numbers and separate rankings for each application.

19. **Can I split student grants?**
ISEP is the only mobility sub-program where institutions can split student grants. This means that, for ISEP, students may be awarded either a full $5000 grant or split the grant into two $2500 amounts. The decision to split student grants is at the discretion of the applicant institution. It is possible to have students travelling on the same project where some students have been awarded the full grant amount and other students have been awarded the split grant amount.

For all other mobility sub-programs, the full value of the grant must be awarded to a single student.

20. **Can I have different numbers of incoming and outgoing students in my ISEP or ECKSEP application?**
Yes, there is no requirement to have equal numbers of outgoing and incoming student grants. It is also possible to have incoming or outgoing students only.
21. **What is the Project Facilitation Subsidy for? How many can I apply for?**

A Project Facilitation Subsidy is a non-acquittable payment of $1500 per project that is available to institutions to assist with the costs of establishing and managing EMG projects. Institutions may apply for one subsidy per project.

In the event that a project does not proceed, the project facilitation subsidy and all student grants must be refunded.

22. **What is a language grant? How many can I apply for?**

Language Support Grants of $1000 per student are available under the Asia Postgrad and Asia VET sub-programs. This grant is to support students to undertake preparatory study of an Asian language when participating in an EMG project. The language study does not have to be for credit but it must be undertaken either prior to or concurrently with the mobility experience.

Note: students who are already studying languages are eligible for a language grant, provided that the grant is used for a separate, preparatory Asian language course. This grant cannot be used for existing language study or contributing towards existing course fees.

23. **Can students undertake study at an offshore campus of their home institution?**

No, students receiving a semester grant (under ISEP or ECKSEP) cannot study at an offshore campus of the Australian institution.

**Application and Assessment Process**

*For information relating to use of the ISEO system, please refer to the ISEO User Guide available on ISEO at [http://iseo.education.gov.au](http://iseo.education.gov.au).*

24. **How do institutions apply?**

Applications for funding under EMG must be made through the Department’s online system – ISEO. Applications may only be **submitted** by the institution’s nominated International Liaison Officer (ILO). Other registered ISEO users (AILOs and Faculty Members) may work on applications in ISEO but may not **submit** them.

25. **Who can create applications?**

A Faculty Member user role is available in ISEO. The Faculty Member role allows academics and other staff at an institution to create and edit applications. It is designed to allow those staff members involved in running a proposed Project to directly contribute to the application process. Applications can only be submitted by the institution’s nominated International Liaison Officer (ILO).

Staff who would like to access ISEO should speak with their institution’s ILO about setting up a Faculty Member user role.

26. **What is the project ranking used for?**

Applicant Institutions should rank each project application in order of priority. If the Department receives more suitable applications than can be funded, an institution’s rankings will be used to help determine which projects are successful. It is important to make sure that applications are ranked...
according to your institution’s priorities. ILOs are able to change rankings in ISEO any time up until the closing date of the round – 11:59 PM AEST Wednesday 14 June 2017.

27. **What happens if I don’t know all my project details (travel dates, project partner, exact field of study etc)?**

Some fields in ISEO are mandatory and the system will not allow you to **submit** an application unless these fields have been completed. You may however **save** your application and edit it at a later date to add information.

28. **Can I submit an application for projects involving semester study without a finalised student exchange agreement?**

Yes, institutions may submit an application for semester study under ISEP and ECKSEP without a finalised student exchange agreement in place. However, the agreement must be in place before any students commence the project.

**Information for Funding Recipients**

29. **Do I need to acknowledge EMG funding in promotional or other materials related to a project?**

Yes. All Funding Recipients must inform stakeholders, including students, that the grants are funded by the Australian Government Department of Education and Training, through Endeavour Mobility Grants. This includes acknowledgement in all publications, promotional materials and activities related to the project. Further information is available at section 8.6.4 and Appendix A of the Guidelines.

30. **Can I retain student grant funding to make group travel bookings?**

The grants are intended to be provided to students in full to help offset the costs of their overseas study experience.

It is possible for an institution to retain student grants for the purpose of making group bookings provided that **all** the conditions below are met:

1. The institution must be able to demonstrate that there is a financial benefit to the students (for example, flight discounts available through group bookings that are a better price than an individual student could achieve making their own bookings); and
2. Each student must give **written consent** to the grant funding not being made directly available to them. The written consent from students must be retained by institutions, and provided to the Department if requested.

Further information regarding the use of student grants is at section 1.3.5 of the Guidelines.

31. **What consent do I need to obtain from my students to collect their contact details?**

Institutions are required to advise students participating in an EMG project that their personal details including name, gender and contact details will be provided to the Department of Education and Training for the purpose of administering and promoting the program (see sections 8.6.3, 8.11.1 and 9.3 of the Guidelines). It is the responsibility of the institution to seek and receive the appropriate consent
32. How do I provide the contact details of my students?

The contact details of students participating in a mobility project are provided to the Department at the completion report stage through ISEO (see section 8.11.1 of the Guidelines). The completion report includes information on the financial expenditure of the mobility project and the details of students that participated in the project. Students contact details can be entered in ISEO at any time prior to submission of the completion report.

Institutions are only required to provide this information to the Australian Government, through the Department of Education and Training. Institutions must act in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles when dealing with their students’ personal information.

33. Do I need to obtain consent from students to use their testimonials or photos for promoting EMG?

From time to time, the Department may contact institutions to request consent to use student material, such as photos or testimonials, for the purpose of promoting EMGs. Institutions are only required to seek student consent to publication of materials when requested by the Department.

Information for Students

34. How can I receive funding through EMG as a student?

EMG grant funding is allocated to students through their education provider. Students cannot apply directly to the Department for EMG grants.

If you are interested in student mobility opportunities, you should contact the student mobility or international office at your institution, or discuss overseas study opportunities with your faculty.

Further information may also be found at https://internationaleducation.gov.au

35. Will I lose income support payments while studying overseas?

For questions related to accessing student income payments (including Youth Allowance and Austudy) while participating in a student mobility program, please contact the Department of Human Services.