Health Workforce Scholarship Program - Frequently Asked Questions

Q - Am I eligible for the Health Workforce Scholarship Program (HWSP)?

Please refer to the **Applicant Guidelines** for full eligibility criteria.

In general, scholarships and bursaries are available to:

- Medical, nursing/midwifery, dental, allied health, and Aboriginal and Torres Strait Islander health professionals.
- Those providing **primary health care services** in rural and remote Northern Territory.
- Those working in eligible settings, including private practice, Aboriginal Community Controlled Health Organisations (ACCHOs), and non-government not-for-profit organisations.

Not eligible: Health professionals working exclusively in aged care or within NT Health facilities.

Q - I don't have my healthcare qualification yet; can I still apply?

No, applicants must already have their primary qualification and be professionally registered to apply. Please refer to the Applicant Guidelines for more information.

Q - I work for Northern Territory Health. Can I apply?

No. Health professionals employed exclusively by NT Health are not eligible for the HWSP.

However, if you also work in an eligible setting – such as a private practice, a non-government not-for-profit organisation, or an Aboriginal Community Controlled Health Organisation (ACCHO) – you may apply for scholarship or bursary support relating to that non-NT Health role.

Only work undertaken outside of NT Health employment is considered when assessing eligibility.

Q - Which health professions are eligible for the HWSP?

A health professional who has obtained their primary professional qualification (minimum Bachelor unless otherwise noted below) and is providing primary care services in one of the following roles:

- Allied health professionals, including:
  - Audiologist
  - Counsellor
  - Diabetes Educator
  - Dietitian
  - Exercise Physiologist
  - Nutritionist
  - Occupational Therapist
  - Optometrist Or Orthoptist
  - Osteopath
  - Pharmacist
  - Physiotherapist Podiatrist
  - Prosthetist
  - Psychologist
  - Radiographer
  - Social Worker
  - Speech Pathologist
- An Aboriginal and/or Torres Strait Islander health worker/practitioner (minimum Certificate 2 in Primary Health Care)
- Dentist or dental hygienist
- Medical Practitioner
- Nurse or Midwife

Q - How do I check if my location is eligible?

Use the Health Workforce Locator to find your MMM classification. MMM 3–7 locations are eligible if you're in private practice or a non-government not-for-profit organisation. AMS and ACCHS roles are eligible regardless of location.

Q - What types of funding are available? What is the difference between a scholarship and a bursary?

There are two types of funding under this program:

Bursary: Payments of up to $10,000 within a 12-month period that covers the cost of course fees and training-related expenses such as travel and accommodation, where appropriate. Including online or face-to-face: short courses, workshops, and conferences.

Scholarship: Payments up to $10,000 per year can be provided for up to two years, to attain a postgraduate qualification of either a postgraduate certificate, postgraduate diploma, Master's or PhD.

The type of funding offered will depend on the type of study undertaken.

Payments made to health professionals must be directly related to training and up-skilling health professionals who will provide services to rural and remote areas and be justifiable against the perceived workforce benefit of the training.

Q - How do I apply?

Grant applications are open and assessed in scheduled rounds. Dates are listed under the timeline for upcoming rounds. You will need to complete the online application via the "**Apply Now"** button on the HWSP page.

After you have submitted the online application form, you will receive an email outlining the support documents you need to provide to complete your HWSP application.

Please be aware that without the necessary supporting documents, your application will be considered incomplete.

Q - What needs to be included in my application?

Your application must include details such as the specific upskilling you want to complete, the dates, costs, format (online or in-person), community benefits, and the skills you aim to gain.

Q - Can I apply more than once?

Eligible applicants can apply for up to $10,000 in a 12-month period (between Bursary and Scholarship applications), and your funding year begins on the date of your first approved course/conference.

Once an applicant has been approved for an initial bursary, the HWSP panel will not approve any subsequent bursary applications until the previous activity and reimbursement process are completed. The panel will approve subsequent bursary applications on a case-by-case basis.

Q - Will I know the outcome before my upskilling starts?

By planning ahead and applying during the designated time for your upskilling, you can know the outcome of your application before the upskilling begins. Please see the listed outcome date in the round information. However, it is up to the applicant to ensure they will be able to enrol in the upskilling for which they receive approval for. Depending on the popularity of your proposed upskilling, you may have to enrol in the course before knowing if we will support you.

Q - I understand my application may not be successful; can I pay for the upskilling beforehand?

Yes. You may choose to pay for your upskilling in advance, but please ensure you keep all invoices and receipts. If your application is approved, these documents will be required to process your reimbursement.

Please note: courses completed before submitting an application are not eligible for funding, as they are considered retrospective.

Q - When will I receive my outcome?

Your application is only considered complete once both steps are received:

1. Submit the online application form via the Health Workforce Scholarship Program webpage.
2. Email all required supporting documents to grants@ntphn.org.au.

Once both steps are completed, you will receive a confirmation email that includes:

- acknowledgement that your application is complete
- the date your application will be reviewed by the assessment panel

You will be notified of the outcome by email on the outcome date listed under Timeline for Upcoming Rounds on the Health Workforce Scholarship Program webpage.

Important: Incomplete applications (without supporting documents) will not be assessed.

Before you apply — checklist

To avoid delays, please ensure you have:

- completed the online application form
- gathered all supporting documents as outlined in the Applicant Guidelines
- emailed your documents to grants@ntphn.org.au

Q - What is next once the outcome of the application has been provided?

Successful applicants will be sent an email outlining the offer of either a scholarship or a bursary, along with a grant agreement outlining:

- the amount offered (this is not necessarily the amount requested);
- the course/activity supported by the funding; and
- RoSO (if applicable).

The HWSP grant agreements must be signed and returned by the nominated date in the grant offer email. RWA NT reserves the right to withdraw an offer of funding if the signed agreement is not returned by the nominated date.

Q - How and when do I prove my employment?

After submitting the online application, you will receive an email requesting your supporting documents. The required supporting documents are a current resume and evidence of employment, such as an employment contract or a letter from your employer.

Q - When can I submit my reimbursement claim?

Funding through the HWSP is paid to the grantee via reimbursement. The grantees are required to pay for the course and travel costs upfront. RWA NT will reimburse costs from the date both parties signed the grant agreement until three months following the educational activity completion date specified in the agreement.

Q - What documents do I need to provide to claim reimbursement of costs?

For a **Scholarship grantee** to make a claim, you must complete the Reimbursement Form, provide official confirmation of enrolment, a valid tax invoice for university fees on official university documentation for the Australian postgraduate course, and proof of payment to support your expenditure.

For a **Bursary grantee** to make a claim, you must complete the Reimbursement Form and provide a valid tax invoice for course fees, travel, and accommodations costs (if applicable) and proof of payment receipts to support your expenditure.

Q - What if I change employers?

Notify us immediately via email or phone. Each case is reviewed individually.
Contact: grants@ntphn.org.au

Q - What is a Return of Service Obligation (ROSO)?

If your funding exceeds $5,000 or your course lasts more than 6 months, you must work with an eligible employer for up to 12 months post-completion and provide proof. Non-compliance may require repayment.

Other Questions

I have a different question.

Check the **Applicant guidelines** or contact us at grants@ntphn.org.au or call 08 8982 1000