

## Deakin Adjustment (bonus) Document Guide

The below information details the expectations that GEMSAS has regarding the bonus documentation that you will submit via email. It is **imperative** that your documents meet the required standard for your application to be processed in a timely manner.

- **Note** the email address to send the documentation to on the Coversheet, as it differs.
- All documentation emailed **MUST** include the relevant coversheet.  
**Documentation without a Coversheet will not be assessed.**
- Do not combine bonus documentation, i.e. one scanned document per bonus is required (if multiple bonuses are applied for).
- The appropriate Deakin coversheet should only be included once in the email. If sending multiple Deakin bonuses in an email, please combine documentation per bonus (i.e. one scanned document per bonus) with the appropriate coversheet.
- Ensure that the scanned documents are clear, easy to read and in full-colour. They **must** be fully legible, including any notes, codes, letterheads or logos.
- Phone applications can be used to scan your documents (e.g. Cam Scanner, Adobe Scan) but askew or poor quality scans will not be accepted. Ensure that the entire document is scanned, without scanning external surround such as table tops or a frame or your fingers. The document needs to fill the entire space and all edges of the document must be visible. The documents must not look warped by the scan.
- Supply documentation in PDF or JPEG file formats **only**, 5MB limit. Word documents (.doc, docs, .rtf) are not accepted.
- Screenshots, photos, certified copies, unofficial results and online printouts are not accepted.
- Ensure that documents are not encrypted, or password protected.
- Ensure that documents meet the type and size requirements as per above.
- Documentation should only be submitted once.

## Adjustment criteria and acceptable supporting documentation:

Deakin University	Documents required
<b>Adjustments (Bonuses) / Special entry schemes</b>	<p>If you applied for any of the following Deakin adjustments (bonuses) in 2021, 2022 or 2023, please select the “2021/2022/2023 applied for adjustment (bonus)” tick box in the application and we will not require any further documentation:</p> <p>Financial disadvantage, Clinical experience, Work experience, Deakin Geelong rural adjustment (bonus).</p> <p>NB. If you applied and were found ineligible or did not provide documentation in 2021, 2022 or 2023 (you would have been emailed and informed of this), please DO NOT tick the 2021/2022/2023 box but select yes in the application if you are eligible for the adjustment (bonus) and provide the required documentation.</p> <p>If you apply and are found ineligible for any of the 2024 Deakin adjustments (bonuses), you will be emailed and informed of this.</p> <p>Emailed documentation:</p> <ul style="list-style-type: none"><li>• must include the relevant coversheet, or it will not be assessed</li><li>• subject line must include your full name and VTAC ID.</li></ul> <p>See school website for details: <a href="https://www.deakin.edu.au/doctor-medicine">https://www.deakin.edu.au/doctor-medicine</a></p>
<b>Financial Disadvantage</b>	<p>Applicants who can demonstrate financial disadvantage, which may have impacted on academic performance during their undergraduate and/or postgraduate degree, may receive a 2% adjustment (bonus) of the combined GPA and GAMSAT or GPA score.</p> <p>The Deakin School of Medicine recognises the following benefits as providing eligibility for the financial disadvantage adjustment (bonus):-</p> <ul style="list-style-type: none"><li>• Centrelink income support payments and allowances - The School of Medicine recognises the following Centrelink payments and allowances: ABSTUDY, AUSTUDY, Parenting Payment, Youth Allowance, Newstart Allowance, Disability Support Pension, Carer Payment, JobSeeker, JobKeeper, Farm Household Allowance.</li><li>• Department of Veterans’ Affairs income payments and Veteran’s Children Education Scheme (VCES).</li><li>• Other Australian Federal or State Government income payments of similar amounts may be considered.</li><li>• StudyLink benefits for applicants from New Zealand, excluding the StudyLink loan.</li></ul> <p>Please ensure supporting documentation clearly shows the approved benefit and supports a minimum of 12 months.</p> <p>Supporting documentation includes (approved benefit must clearly be listed):</p> <ul style="list-style-type: none"><li>• A letter/statement from Centrelink or StudyLink (each month must be clearly visible if providing Centrelink documents).</li><li>• A PAYG Centrelink Payment Summary (showing a minimum payment period of 52 weeks).</li><li>• Tax returns (if the approved benefit and time period are clearly shown).</li><li>• Bank statements (only if the approved benefit is detailed).</li><li>• Any other document clearly supporting the adjustment (bonus) criteria.</li></ul> <p>Please note:</p> <ul style="list-style-type: none"><li>• Documents with "Employment or Youth and Student Assistance service" or</li></ul>

	<p>“NSS” detailed are not sufficient as they do not clearly state the approved benefit.</p> <ul style="list-style-type: none"> <li>• Applicants must have been in receipt of the approved benefit for at least 12 months cumulatively, at the time of application (not the end of 2024 or at the time of course commencement, as there is no guarantee that the applicant will receive the benefit in the future).</li> <li>• Insufficient supporting documentation includes: documents provided with "Employment or Youth and Student Assistance service" listed (the approved benefit must be detailed); documents showing less than 52 weeks payment period; providing one document at the beginning of the time period and one at the end is not sufficient, (each month must clearly be shown).</li> </ul>
<p><b>Prior Clinical Experience in a Health Discipline</b></p>	<p>Applicants who have completed the equivalent of one year of full-time clinical practice (i.e. a minimum of 36 hours per week for one year consecutively, or a minimum of 1872 hours cumulatively), as an AHPRA registered health professional, or in speech pathology or dietetics, may receive a 4% adjustment (bonus) of the combined GPA and GAMSAT or GPA score.</p> <p>Applicants with international clinical practice and registration (that aligns with the professions listed on the AHPRA website (<a href="https://www.ahpra.gov.au/Registration/Registers-of-Practitioners/Professions-and-Divisions.aspx">https://www.ahpra.gov.au/Registration/Registers-of-Practitioners/Professions-and-Divisions.aspx</a>), including speech pathology and dietetics, may also be eligible to receive this adjustment (bonus).</p> <p>Please provide documentation that will show:</p> <ul style="list-style-type: none"> <li>• 12 months of full-time equivalent clinical experience (excluding Internship period) (e.g. letter of support from employer / group certificate),</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Evidence of registered health professional status for the relevant clinical experience year(s) (e.g. proof of registration / print out from AHPRA website).</li> </ul> <p>Supporting documentation includes:</p> <ul style="list-style-type: none"> <li>• Supporting letters from the applicant’s employer(s) stating length of employment in the clinical field. The letters must include the letterhead, be dated and signed and detail if you worked full-time, part-time (hours per week) or casual (total hours worked).</li> <li>• Payslips, ensure the payslips cover one year full-time clinical experience and includes both the applicant name and the employers’ name.</li> <li>• Group Certificate (Income statement)/PAYG Summary and include a payslip, ensure the group certificate includes both the applicant name and the employers’ name.</li> <li>• Registration documentation, ensure the documentation covers the clinical year(s) that are being claimed.</li> </ul> <p>Please note:</p> <ul style="list-style-type: none"> <li>• Periods of provisional registration, or as an intern, are excluded.</li> <li>• Offers of employment and contracts are not acceptable documentation as they do not prove actual clinical experience, or that the contract was completed.</li> <li>• Unpaid work, cash in hand and voluntary work will not be considered.</li> <li>• Tax Return application. Please note a notice of tax assessment is not acceptable as it does not state the occupation.</li> <li>• Future registration or employment cannot be considered. Applicants must have completed the one year (12 months), at the time of application. Adjustments (bonuses) can only be awarded to applicants who will have completed the 1 year (12 months) at the time of application.</li> <li>• If you receive the Prior Clinical Experience adjustment (bonus) you are not eligible for the Work Experience adjustment (bonus).</li> </ul>

<p><b>Work Experience</b></p>	<p>Applicants who have worked full time (i.e. a minimum of 36 hours per week for 2 years consecutively or 3744 hours cumulatively over a 4 year period), may receive a 2% adjustment (bonus) of the combined GPA and GAMSAT or GPA score.</p> <p>Supporting documentation includes:</p> <ul style="list-style-type: none"> <li>• Supporting letters from the applicant’s employer(s) stating the length of employment and weekly hours worked. The letters must include the letterhead, be dated and signed and detail if you worked full-time, part-time (hours per week) or casual (total hours worked).</li> <li>• Group Certificate/PAYG Summary (include a payslip), ensure the group certificate includes both the applicant name and the employers’ name.</li> <li>• Payslips, ensure the payslips cover the two years full-time equivalent work experience over a maximum 4 years; and includes both the applicant’s name and the employers’ name.</li> <li>• Tax Return application / Notice of Tax Assessment which must include payslip/s with employer details.</li> <li>• Any other documentation supporting the adjustment (bonus) criteria.</li> </ul> <p>Please note:</p> <ul style="list-style-type: none"> <li>• Applicants can either receive the Work Experience adjustment (bonus) (2%) or the Prior Clinical Work adjustment (bonus) (4%). They cannot claim both adjustments (bonuses). The Work Experience adjustment (bonus) applies to any paid work, non-clinical work or clinical work that is not listed in the defined list of disciplines.</li> <li>• Adjustments (bonuses) can only be awarded to those applicants who have completed 2 years cumulatively over a 4 year period, or 2 years consecutively at the time of application (not the end of 2024).</li> <li>• Offers of employment and contracts are not acceptable documentation as they do not prove actual work experience, or that the contract was completed.</li> <li>• Unpaid work, cash in hand and voluntary work will not be considered.</li> </ul>
<p><b>Deakin Study adjustment (bonus)</b></p>	<p>Eligible applicants may receive a 4% adjustment (bonus) of the combined GPA and GAMSAT or GPA score.</p> <p>Applicants are eligible for this adjustment (bonus) if, <b>at the time of application (semester 1)</b>, they:-</p> <ul style="list-style-type: none"> <li>• Have completed and graduated with an undergraduate or postgraduate degree from Deakin University with a minimum of two thirds of their course requirement completed at Deakin University <b>Or</b></li> <li>• Will be completing an undergraduate or postgraduate degree from Deakin University in the year of application and have completed at least two thirds of their course requirement at Deakin University.</li> </ul> <p>Please note:</p> <ul style="list-style-type: none"> <li>• Recognition for Prior Learning will not count as having met the two thirds of the course requirement.</li> </ul> <p>This adjustment (bonus) will be assessed using study results automatically retrieved via ARTS (i.e. no extra documentation will be required).</p>
<p><b>Geelong MM1 (bonus)</b></p>	<p>This adjustment (bonus) is given to applicants who have resided in the Geelong MM1 area for at least 5 years consecutively or 10 years cumulatively. Complete the questions in the application form and submit the required supporting documentation (see the rural background section in the Admissions guide for acceptable supporting documentation and notes/conditions (this adjustment has the same documentation requirements as the rural background)).</p>

	<ul style="list-style-type: none"> <li>• Residence in Geelong MM1: an adjustment (bonus) of 4% of the combined GPA and GAMSAT score.</li> </ul> <p>Note: Some suburbs in the Geelong region are deemed MM2-4 (please check the DoctorConnect site, using the Modified Monash Model 2019) <a href="https://www.health.gov.au/resources/appsand-tools/health-workforce-locator/health-workforce-locator">https://www.health.gov.au/resources/appsand-tools/health-workforce-locator/health-workforce-locator</a>).</p> <p>If deemed MM2-4, please apply for both the Rural (see below) and the Geelong adjustment (bonus). GEMSAS will assess your application and deem the applicable adjustment (bonus). <b>Please note that only one adjustment (bonus) will be awarded.</b></p>
<b>Rurality (bonus)</b>	<p>This adjustment (bonus) is given to applicants who have resided in a Rural/Regional area (MM2-7) for at least 5 years consecutively or 10 years cumulatively. Complete the questions in the application form and submit the required supporting documentation (see the rural background section in the Admissions guide for rural acceptable supporting documentation and notes/conditions).</p> <ul style="list-style-type: none"> <li>• Residence in MM2: an adjustment (bonus) of 4% of the combined GPA and GAMSAT score.</li> <li>• Residence in MM3-7: an adjustment (bonus) of 8% of the combined GPA and GAMSAT score.</li> </ul>
<b>Rural Training Stream</b>	<p>Rural Training Stream applicants must provide supporting documentation that demonstrates evidence of 5 years continuous or 10 years cumulative residency in their selected Tier.</p>