**INFORMATION SHEET 2**

**Selection Process for Short Courses – 2017Intake**

1. The Department of Public Serviceand Administration, South Africa (Pretoria)to be the Coordinating Authority (CA) for the Short Courses and arrange for dissemination of information in South Africafrom **1 September 2016– 15 January 2017**(e.g. through direct communication with relevant ministries and parastatals). The Australian Government will also disseminate information about the Australia Awards on offer more generally, including through our program partners in South Africato ensure equitable access to information.
2. A format for applications is attached, and incorporates the use of a Work Plan on Return (WPR) to assist awardees consider ways to effectively apply their knowledge and skills on return and to assist with monitoring and evaluationfor the effectiveness of the Australia Awards in Africa program. Application forms and other related documents can also be found on the relevant country page on the website: http://www.australiaawardsafrica.org/african-countries/southafrica/awards/short-courses/
3. The CA will consider means of disseminating award information to women and applicants with disability for equitable access to Australia Awards. Applications from candidates working outside capital cities (county or district level) are also encouraged. Should the CA feel that the selection criteria need to be adjusted in order to promote more equitable access to the Australia Awards in Africa, we would welcome that advice.
4. All applications will be submitted either electronically or in hard copy as per instructions on the website ([www.australiaawardsafrica.org](http://www.australiaawardsafrica.org)) to the Managing Contractor for the Australia Awards in Africa. **Closing date for applications is 15 January 2017**.
5. From 01 February 2017, eligibility and compliance checks will commence with all eligible applicants subsequently being considered by an independent selection panel.
6. The selection process for Short Courses is undertaken virtually. There are no in-person interviews. Eligible applicants are considered by an independent selection committee. We envisage the selection process will be conducted in March/April 2017.
7. On conclusion of the selection process, the Australian Government will provide the CA with a list of all public sector applicants from South Africa. The CA is asked to confirm that the applicants have complied with country specific Human Resource Development/Training plans.
8. The CA is requested to provide written comments within two weeks of receipt of the list.If no response is received from the CA to the lists of applicants, the Australian Government will finalise the selection on the assumption no changes are required.
9. Selected Awardees will be notified by theManaging Contractor in May 2017.