



# Australia Awards

## Application Form

### International Trade Policy Short Course

#### Course background and objectives

This course aims to enhance participants' understanding on current contemporary global trade challenges. The course will cover a range of topics such as tariff policy, services and investment, digital trade, green trade, state-owned enterprises and other contemporary trade issues.

The course builds the capacity of Indonesian negotiations in the WTO and participation in other international forums, such as OECD, APEC and G20.

The target participants for this cohort are government officials in Indonesia from ministries involved in trade and economic issues, including negotiations, policy development and implementation. The course will help build the capacity of participants to advocate, negotiate and implement trade policy, with a particular focus on engagement in international forums.

#### Learning Objectives

The course will focus on the following learning objectives - the course will help participants to:

- improve their understanding of key 'contemporary issues' impact on trade in goods and services
- understand digital and climate policies, state owned enterprises as well as other policies and regulatory processes' impact on international trade
- build the capacity of Indonesian negotiations in the WTO and participation in other international forums, such as OECD, APEC and G20
- understand and analyse how contemporary issues impact international trade
- understand how the issues are being considered in bilateral and plurilateral trade agreements (IA-CEPA, RCEP, CPTPP) and at the WTO, IPEF and OECD
- outline the linkages between negotiations in the WTO and other international forums
- identify ways to enhance stakeholder consultations and influence in domestic policy settings in support of economic reform
- explore ways Australia and Indonesia can continue to work together in bilateral, plurilateral and multilateral settings to achieve shared international trade objectives
- develop networks and links between individuals and organisations in Indonesia and Australia to further enhance collaboration and sharing of ideas and innovations

The course provider is expected to produce materials and training that can be shared with participants and

to wider audiences in Indonesia. To achieve the learning outcomes, the proposed course offers a structured learning process by applying a range of learning methodologies:

- Classroom sessions
- Case studies
- Site visits
- Discussion and planning sessions
- Simulations and role plays
- Networking events
- Additionally, the course participants will develop an Award Project, an individual or a small group project. The applicants identify a topic for the project as part of their applications. The course participants present the project plan at the pre-course workshop, further develop the project during the course in Australia and present the implemented project (rationale, objectives, steps, challenges, outcomes and next steps) at the post-course workshop

### **Dates and location**

The final delivery dates and locations will be determined in consultation with DFAT and the provider selected through an open tender process. The proposed schedule is:

- Pre-course workshop in Indonesia: Late April or early May 2026 (TBC)
- Short course in-Australia: Late May or early June 2026 (TBC)
- Post-course workshop in Indonesia: September or October 2026 (TBC)

*(dates and venues to be confirmed)*

### **Course participant profile**

The course will be delivered for up to 25 participants. The participants are selected through a merit-based assessment process by an independent selection panel.

- The target is Indonesian government officials involved in trade policy, including (but not limited to):
  - i) Ministry of Trade
  - ii) Coordinating Ministry of Economic Affairs
  - iii) Ministry of Agriculture
  - iv) Ministry of Industry
  - v) Customs
  - vi) Ministry of Foreign Affairs
  - vii) Ministry of Investment
  - viii) State-Owned Enterprises Regulatory Agency (BP BUMN)/ Daya Anagata Nusantara

Investment Management Agency (Danantara)

ix) Ministry of Communication and Digital (KOMDIGI)

- A representative from:

x) Universities

xi) NGOs/CSOs

- Minimum Bachelor (S1) qualification and at least 3 years of relevant experience.

### **General criteria for the applicants**

- Application is endorsed by the applicant's supervisor
- Commitment to prepare and implement an Award Project, an individual or small group development project as part of the course
- Commitment to engage actively and foster networks with multiple stakeholders
- Commitment to disseminate learning from the course with colleagues and peers.
- Applicants are expected to have **professional working proficiency in English**. The applicants' English language competency is part of the selection process. The assessment of language competency is based on a virtual (online) interview and any additional evidence provided by the applicant (proof of studies or living in an English-speaking country, working in an English-speaking environment, completion of studies in English, language courses or language tests)
- Applicants who currently hold a scholarship funded by the Australian Government are not eligible to apply for the short course
- Participants will be selected through a competitive process whereby applicants submit:
  1. Responses to selection criteria (3-4 questions)
  2. CV outlining their roles and responsibilities in the sector

***Women from disadvantaged backgrounds and people with disability are encouraged to apply.***

### **To be eligible, all participants must:**

- not have Australian permanent residence status or be applying for a permanent residency;
- be a citizen of and residing in Indonesia;
- not be current serving military personnel;
- not be married or engaged to, or be a de facto of a person who holds, or is eligible to hold, Australian or New Zealand citizenship or permanent residency;
- have been working in Indonesia and in an area relevant to the short course preceding the date of the proposed commencement of the short course;
- be able to satisfy all requirements of the Department of Home Affairs for a visa;
- be able to participate in the nominated short course activities at the time and for the duration proposed by Australia Awards;
- be able to travel without family members as DFAT will only provide visa support and funding for individual participants, not their family members.

Gender equity will be a consideration and encouraged but not a constraint, given that participants are selected by position and position responsibilities. Australia Awards in Indonesia will convene an

independent selection panel to review applications and select participants based on merit against the above participant profile.

Applicants shall submit their application forms directly through online application by **21 December 2025 at 23:59 WIB.**

The selection panel will convene to select up to 25 participants. All applicants will be informed of the outcome of the selection process by **early February 2026.**

Application Preview

## Practical Arrangements

### Logistics – Australia Awards in Indonesia will cover the cost of:

- Return travel to and from the pre-course workshop
- Return flights from the nearest airport to the course location
- Return travel to and from the post-course workshop
- Per diems to cover living expenses while attending the course (in Australia AUD82.20 per day)
- Overseas Student Health Cover (OSHC) insurance for the duration of the course in Australia
- Accommodation during pre-course and post-course workshop and the course in Australia (please see further information below)
- Transportation to and from the airport, to and from meetings and site visits
- Visa to Australia

### Accommodation

- In Australia, participants will share two-bedroom apartments, each participant will have their own bedroom
- In Australia, men will share rooms with men and women will share rooms with women
- During the pre and post-course workshops the participants will be given single room (one participant will have his/her own room)

### Language support

- The course material will be made available in English
- Interpretation or language assistance will not be provided

## Steps of Application

Participants will be selected through a competitive process whereby applicants submit their responses to selection criteria (4 questions) and their background information outlining their roles and responsibilities in the sector through an online application. Gender equity will be a consideration and encouraged but not a constraint, given that participants are selected by position and position responsibilities. Australia Awards will convene an independent selection panel to review applications and select participants based on merit against the above participant profile.

- All candidates should complete an online application form which explores their motivation, role, experience relevant to this course (Deadline is on **21 December 2025 at 23:59 WIB**). Online application link:

<https://australiaawardsindonesia.org/id/TradePolicy2026App>

- An Information Session will be held virtually by Australia Awards in Indonesia on **8 December 2025 at 14:00 WIB**. This session aims to guide applicants on the application procedures, including the online application system, selection scheme and interview process.
- Registration for the information session must be submitted by **5 December 2025 at 13.00 WIB** through:

<https://australiaawardsindonesia.org/id/RSVPtradepolicy2026>

- Shortlisted candidates will be invited for a virtual (online) interview in **January 2026**.

Further instructions and virtual interview invitation will be emailed to shortlisted candidates a few days before the interview. If a candidate fails to join the virtual interview, their applications will not be considered by the selection panel.

The selection panel will convene to select up to 25 participants. All applicants will be informed of the outcome of the selection process by **early February 2026**.

## Navigating (Moving Through) The Application Form

On every screen (page of the form) you will find Form Navigation buttons at the bottom of the page.

You can click 'next' to continue the application and you can click 'back' to review your previous answer.

You can move to the next page after you have filled all mandatory fields on one page.

## Saving Your Draft Application

If you wish to leave a partially completed application, press '**save**' and the system will ask for your email to send a link to continue completing your application. It may automatically fill with the email address you input previously. Make sure it is the correct email address and press send for sending "link" for your next session. From your inbox just click "Resume Now" to continue filling in your application form.

## Attachments and Support Documents

You may need to upload/submit attachments to support your application. This is very simple, but requires you to have the documents saved on your computer, or on a storage device.

Please prepare documents below when submitting:

- Copy of KTP
- Endorsement Letter from supervisor
- Latest education certificate (min Bachelor (S1) qualification or higher)
- Proof of English proficiency, if any (optional)

You need to allow enough time for each file to upload before trying to attach another file. Files can be up to 2MB each; however, we do recommend trying to keep files to a maximum of 2MB – the larger the file, the longer the upload time.

### Submitting Your Application

Complete the application with your personal information based on your ID Card (KTP). You will find a **Submit** button at the bottom of the Last Page. You need to **review your application** before you can submit it.

Once you have reviewed your application you can submit it by clicking on the 'Submit' button. You will not be able to submit your application until all the compulsory questions are completed.

Once you have submitted your application, no further editing or uploading of support materials is possible.

When you submit your application, you will receive an automated confirmation email including a copy of your application form.

**If you do not receive a 'confirmation of submission' email, then you should presume that your submission has NOT been successful.**

### Deadline Submission:

**Sunday, 21 December 2025 at 23:59 WIB.**

***(Australia Awards in Indonesia will only review applications submitted within the deadline. Late submission will not be considered. One candidate only has one chance to fill in the application. Please answer the application form correctly.)***

Email : [shortcourse@australiaawardsindonesia.org](mailto:shortcourse@australiaawardsindonesia.org) (subject line: **“Queries – International Trade Policy SC”**)

### Download Link

- [Preview application](#)
- [Endorsement letter template](#)
- [Frequently Asked Questions](#)

**Application Preview**

SC 210 International Trade Policy

**Personal Information**

ID Application

SC210/

Title

Full Name as in ID Card/KTP

NIK

Gender

Do you identify as a woman from a disadvantaged background?

Details Information about **Women from Disadvantaged Backgrounds** please check on this [link](#)

**Which category are you in? (please check all that apply)\* (required)**

- Women headed households
- Women with caregiving responsibilities
- Women from customary/traditional communities (perempuan masyarakat adat)
- Women who are disadvantaged because of their gender and socioeconomic status
- Others

**If you feel comfortable doing so, please explain further regarding your selected situation above:**

**Please let us know if you require accessibility support (i.e. nursing room, etc.)**

Place of Birth

Date of Birth

**Contact Information**

**Current Address line based on KTP**

Write Until Subdistrict

**Province based on KTP**

**District Based on KTP**

**Postal Code**

**Phone Number**

**Alternate Phone Number**

**Email**

**Email 2**

*You are suggested to use your personal email address, e.g @gmail.com; @yahoo.com; @outlook.com*

*Please provide an alternate email address (if any) or your office email address here*

**Current address same as ID Card (KTP)**

Yes  No

**Current Address/Domicile**

Write Until Subdistrict

**Province Domicile**

**District Domicile**

**Nationality Information**

**Nationality at Birth**

**Current Nationality**

Please specify

Application Preview

## Curriculum Vitae Section

This Curriculum Vitae Section is included in the assessment process and is worth 40% of your total assessment score.

### Latest Education

## Doctoral Degree

### Level of Study

### Education Complete?

Yes

No

### Exact title of degree/certificate

### Main Major or topic of study

### Start date (year)

### End date (year)

### University name

### City

### Country

## Master's Degree

### Level of Study

### Education Complete?

Yes

No

### Exact title of degree/certificate

### Main Major or topic of study

### Start date (year)

### End date (year)

University name

Country

City

## Diploma/Bachelor's Degree

Level of Study

Education Complete?

Yes

No

Exact title of degree/certificate

Main Major or topic of study

Start date (year)

End date (year)

University Name

Country

City

**Working Experience**

**Current Working Experience**

**Organisation / Institution Categories**

**Sub Category Central Government**

**Organisation / Institution name**

*Please specify your institution*

**Work unit**

**Position**

**Type of employment**

**From**

**To**

**Month**

**Month**

**Year**

**Year**

**Echelon Level/Rank (if applicable)**

**Description of duty/roles**

*Please describe in details minimum 100 characters and maximum 300 characters*

**Achievements**

**Supervisor's Name**

**Supervisor's Email**

**Supervisor's Phone Number**

**Business Phone Number**

**Province**

**District**

## Previous Work Experience

*Maximum of two work experiences that relate to the course.*

### Previous Work Experience 1

**From**

**Month**

**To**

**Month**

**Year**

**Year**

**Position**

**Echelon Level/Rank (if applicable)**

**Work unit**

**Organisation/Institution name**

**Type of employment**

**Organisation/Institution Category**

**Description of duty/roles**

*Please describe in details minimum 100 characters and maximum 300 characters*

**Achievements**

**Province**

**District**

## Professional Development/Training/Certification

Please only list trainings and certifications which are relevant to this course. You can list up to three (3) relevant trainings and/or certifications.

### Training 1

**Participating as:**

Resource Person/ Facilitator

Attendee/Participant

**Training title**

**Organisation/Institution name**

**Start date**

**End date**

**Topic area**

**Training description**

**Country**

## Networks and Leadership Qualities

One of AAI's objectives is that our alumni act as change agents who will contribute to inclusive and sustainable development in Indonesia and to strengthening the Indonesia-Australia relationship. One way in which this might take place is through government networks and so we would like to understand any relationships you already have with Government of Indonesia officials, Australian Embassy staff, employees of companies that work with the Australian Embassy as contractors, the Australian Department of Foreign Affairs and Trade or the Australian government more broadly.

**Do you currently have any professional connection or relationship to any staff employed at Australian Embassy, Consulates or High Commissions, or with companies contracted to the Australian Department of Foreign Affairs and Trade?**

Yes

No

**Please explain if / how the connection is related to the course objectives**

**Do you fall into any of the following categories of leadership and influence (select all that apply)**

- Experience in leading a provincial or national organisation
- Involved as an expert in influencing policy making
- Active contributor of articles or opinion pieces or publication to newspaper, online news, or journals
- Have received honours, prizes, awards, or grants
- Have participated in a leadership and / or cultural program (such as: AIYEP, AIMEP, IYLEP, CAUSINDY, etc.)
- Active in voluntary activities
- National or regional athlete who participates / has participated in PON, SEA games, ASIAN Games, Olympics or other competitions
- Active social media user (including blogger or vlogger) with >5000 followers or verified account with blue check

**Please provide more details about the items you selected above:**

SC 210 International Trade Policy

Have you participated in any Australia Awards Indonesia program?

Yes

No

Australia Awards Indonesia Scholarship Program are:

1. PhD and Master Awards
2. Split Site Master Programs
3. LPDP-Australia Awards Scholarships
4. Nusantara Scholarships
5. G20 "Recover Together, Recover Stronger" Scholarships
6. Short Course Awards
7. English Language Training Assistance (ELTA)
8. Australia Awards Grants (AAG)

**Detail AAI Awards**

**Detail AAI Awards 1**

Name of Awards

Scholarship Status or Awards

Course Name or Short Course Title

University Name

Completion Date/Graduation Date

Year Australia Awards Grants/AAG Awarded

**Title Activity or Grants Project Name**

**Have you participated in any other Department of Foreign Affairs and Trade (DFAT) Program?**

Yes

No

*For other Department of Foreign Affairs and Trade (DFAT) Program please check on this URL. <https://www.dfat.gov.au/people-to-people>*

**Name of other program attended in Australia (non AAI programs), Name of University/ Institution and year of the program**

**Please provide detail explanation how this new short course will provide different experience and impact to your organisation and professional career**

## SC 210 International Trade Policy

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### English Competency

Basic

Intermediate

Advanced

#### 1. Basic

I can get by with simple sentences in situations with which I am familiar. When I'm listening I just get the general idea without any detailed understanding.

(Saya bisa menggunakan kalimat-kalimat sederhana dalam situasi yang sering saya hadapi. Pada saat menyimak saya hanya mengerti gambaran umumnya tanpa memahami secara terinci atau mendalam.)

#### 2. Intermediate

I can understand and communicate okay in most situations although I make a lot of mistakes of expression and in listening comprehension.

(Saya lumayan dapat memahami dan berkomunikasi dalam hampir semua situasi walaupun saya membuat banyak kesalahan dalam penggunaan ungkapan dan dalam pemahaman lisan.)

#### 3. Advanced

There may be some mistakes I make that a native speaker would not make, but I can express anything I want to say.

(Saya membuat kesalahan yang tidak dilakukan oleh para penutur asli, tapi saya mampu mengekspresikan apapun yang ingin saya ucapkan.)

## Disability Information

**Australia Awards strongly encourages applications from people with a disability. Support, in the form of 'reasonable adjustments' will be provided to successful awardees with disabilities for participation in the pre course workshop, Australia course and post course workshop activities.**

**Do you identify yourself as having a disability?**

Yes

No

*Under Australian law, disability includes physical, intellectual, psychiatric, sensory, neurological, learning disabilities, physical disfigurement, and the presence in the body of disease-causing organisms*

**If yes, please describe your disability in your own words:**

**Please provide details if you require special assistance or equipment to participate in the scholarship selection processes, workshops in Indonesia and short course in Australia?**

Hearing and Speaking  Vision and Reading  Assistive Device or Aid  Carer

**To communicate with others do you require or use any specific assistance?**

*(For example, hearing aids, sign language interpreter, lip reading, other communication assistive device or additional time.)*

**To access information and communicate using written materials do you require or use any specific assistance?**

(For example, large print, Braille, computer software (e.g. Jaws), lap top / computer, someone to transcribe for you, or additional time.)

**If you use an assistive device, please tell us what kind of device or aid it is.**

**Please provide details on the required carer to support your mobilisation**

*Number of carer and support that carer will give*

**Please provide more information if you are working with any disability organisation (name of the organisation and your position)**

**Are you willing to support a participant with a disability with (non-personal care) support during the course if necessary?**

Yes

No

## Selection Question

Each of the four selection questions below is worth 15% of your total assessment score

Please describe in detail your current roles and duties, and how they relate to this course.

Minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)

*Response should be minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)*

Please explain what specific aspect of your work, organisation or community you hope to improve as a result of participating in this course.

Minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)

*Response should be minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)*

Please choose from the list below three learning objectives that are most useful for your work and career.

- improve their understanding of key 'contemporary issues' impact on trade in goods and services
- understand digital and climate policies, state owned enterprises as well as other policies and regulatory processes' impact on international trade
- build the capacity of Indonesian negotiations in the WTO and participation in other international forums, such as OECD, APEC and G20
- understand and analyse how contemporary issues impact international trade
- explore how regulatory processes impact international trade
- understand how the issues are being considered in bilateral and plurilateral trade agreements (IA-CEPA, RCEP, CPTPP) and at the WTO, IPEF and OECD
- outline the linkages between negotiations in the WTO and other international forums
- identify ways to enhance stakeholder consultations and influence in domestic policy settings in support of economic reform

- explore ways Australia and Indonesia can continue to work together in bilateral, plurilateral and multilateral settings to achieve shared international trade objectives
- develop networks and links between individuals and organisations in Indonesia and Australia to further enhance collaboration and sharing of ideas and innovations

**Please explain why you chose those three learning objectives**

Minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)

*Response should be minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)*

**If you had to influence decisions in your organisation or community, how would you do it? (Please provide examples that are relevant and linked to the course topic)**

Minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)

*Response should be minimum of 750 characters and maximum of 2200 characters (including space and punctuation marks)*

## Evidence Documents

**Please note:** You are responsible for providing all supporting documents. If you do not provide all required documents your application will be rejected.

- Do not use illegal character for filename such as: \ / : , \* \$ & < > | @ ! " on your filename
- Only files in **"PDF/JPEG"** format will be **accepted by our system**
- **The maximum** file size for upload is **2 MB**
- Use Filename Format as **"YOUR NAME\_Name of Documents"**. Example below:
  - John Doe\_KTP
  - John Doe\_Endorsement Letter
  - John Doe\_Latest Education Certificate
- File or Documents without "YOUR NAME" in the filename, may be successfully uploaded. But **CANNOT be** read and store at our system

### ID Card (KTP)

### Endorsement Letter from Supervisor

### Latest Education Certificate

*Minimum Diploma (D3) qualification or higher*

### Copy Evidence of IELTS/TOEFL or other English language competence

*such as evidence of any previous English language studies and/or participation in any overseas forum/seminar/training*

## Requirement Checklist

**Do you have Australian permanent residence status or are applying for permanent residence?**

Yes

No

**Please give more details**

**Are you currently serving as military personnel?**

Yes

No

**Please give more details**

**Have you been charged with an offence that is currently awaiting legal action or are you currently involved in, or the subject of, an investigation, legal case or a court case?**

Yes

No

**Please give more details**

**Are you married or engaged to, or be a de facto of a person who holds, or is eligible to hold, Australian or New Zealand citizenship or permanent residency at any stage of the application, selection, mobilisation processes or while on-scholarship in Australia?**

Yes

No

**Please give more details**

**Are you currently residing in Indonesia?**

Yes

No

**Please give more details**

**Are you able to participate in the nominated Short Course (SC) activities at the time and for the duration proposed by Australia Awards?**

Yes

No

**Please give more details**

**Are you able to travel without family members for the three parts of the course (Pre-Course Workshop, in-Australia Course and Post-Course Workshop)?**

Yes

No

**Please give more details**

**Do you have any personal relationship with any Australia Awards in Indonesia staff or have had prior engagement with any?**

Yes

No

**Please explain what your relationship status or prior engagement with AAI staff is.**

## **Applicant's authorisation, agreement, declaration**

By submitting this form, I authorise DFAT, or its appointed managing contractor, to : access and/or obtain information, including copies of any of my relevant academic records/reports that I have for the following purposes:

- for use in the selection process for an Australia Award

- to brief relevant Australian officials, Ministers and Members of Parliament.

Should I receive an Australia Award, I consent to the Australian Government using and disclosing extracts of my application (relating to my academic background and achievements, leadership skills and my proposed study program in Australia) in promotional material in hardcopy and on the internet. I note that promotional material may include, but is not limited to, media releases and information circulated to DFAT's offshore Posts and Australian universities, concerning the Australia Awards Scholarships or Short Courses.

I authorise DFAT to disclose the personal information collected in this form to other Australian Government departments for the purpose of promoting and managing the Australia Awards Scholarship, Short Course.

### Understanding

I understand and confirm that:

- DFAT has the right to vary or reverse any decision regarding an Australia Awards Scholarships, Short Courses made on the basis of incorrect or incomplete information;
- Decisions of the selection panel are final and confidential and no correspondence about outcomes of the selection process will be entered into.

### My Declaration

I declare, in submitting this application form, that the information contained in it and provided in connection with it is true and correct.

By submitting this application, I confirm that my supervisor endorses my application.

### My acknowledgement

I acknowledge that giving false or misleading information is a serious offence under the Criminal Code Act 1995 of the Commonwealth of Australia.

**Full Name**