



GENUINE NEED APPLICATION ANNUAL APPLICATION

FINANCIAL HARDSHIP

As would be expected in a Catholic College, the provision exists for the possible reduction or deferral of payment of fees when parents find themselves in circumstances of financial hardship. Parents in financial hardship are required to provide supporting documentation (i.e. financial income and expenditure) when a fee concession or extension of credit terms is sought. This documentation is then brought to a panel which will consist of the Principal or delegate and Business Manager.

An Application for concession does not automatically mean that a reduction in fees will be given. Each family's situation is addressed individually, with respect and confidentiality, with the view to providing the appropriate assistance. They will then be contacted with the outcome.

CONFIDENTIALITY

All matters related to fee reductions or inability to pay, are treated confidentially and are restricted to the Principal or delegate and Business Manager.

Please print all information

Date: _____

PARENT/GUARDIAN 1 DETAILS:			
SURNAME:	<input type="text"/>	FIRST NAME:	<input type="text"/>
ADDRESS:	<input type="text"/>		
SUBURB:	<input type="text"/>	STATE:	<input type="text"/> POSTCODE: <input type="text"/>
TELEPHONE (H):	<input type="text"/>	TELEPHONE (W):	<input type="text"/>
MOBILE:	<input type="text"/>	EMAIL:	<input type="text"/>
OCCUPATION:	<input type="text"/>	COMPANY:	<input type="text"/>
FULL TIME:	<input type="checkbox"/>	PART TIME:	<input type="checkbox"/> TAXABLE INCOME: <input type="text"/>

PARENT/GUARDIAN 2 DETAILS:			
SURNAME:	<input type="text"/>	FIRST NAME:	<input type="text"/>
ADDRESS:	<input type="text"/>		
SUBURB:	<input type="text"/>	STATE:	<input type="text"/> POSTCODE: <input type="text"/>
TELEPHONE (H):	<input type="text"/>	TELEPHONE (W):	<input type="text"/>
MOBILE:	<input type="text"/>	EMAIL:	<input type="text"/>
OCCUPATION:	<input type="text"/>	COMPANY:	<input type="text"/>
FULL TIME:	<input type="checkbox"/>	PART TIME:	<input type="checkbox"/> TAXABLE INCOME: <input type="text"/>

Please provide the College with the following documents on your income, expenses and liabilities:

- Last 2 payslips
- Payment Summary for the previous financial year
- Statement of Earnings - Centrelink (if applicable)
- Copies of your expenses and liabilities
- Any other documentation that you feel may assist with your application

CONCESSION CARD

Do you hold a current Family Health Care Card or Pension Concession Card?

Yes No

Card Number: _____

HOUSE

Owned

Mortgaged

Renting

SUMMARY OF MONTHLY INCOME AND EXPENDITURE

MONTHLY FAMILY INCOME (AFTER TAX)	
Wages	\$
Government Benefits	\$
Family Benefits	\$
Rental Income	\$
Other	\$
TOTAL MONTHLY INCOME	\$
MONTHLY EXPENSES	
Rent / Mortgage repayments – Primary residence	\$
Mortgage payments – Investment properties	\$
Credit card repayments	\$
Other loan repayments (car/personal)	\$
Food / groceries and home supplies	\$
Utilities – Electricity, Gas, Water	\$
Council rates	\$
Phone and Internet	\$
Fuel and vehicle expenses	\$
Insurance (Home / Car)	\$
Health and medical	\$
School fees	\$
Other	\$
TOTAL MONTHLY EXPENSES	\$
NET MONTHLY INCOME (INCOME less EXPENSES)	\$

DEPENDENTS

Children attending Lumen Christi College

NAME	SCHOOL YEAR

Other Dependent Children

NAME	SCHOOL ATTENDING	AGE	FEE PER ANNUM

Reasons for seeking possible fee concession:

Please provide any other relevant information:

Do you have any specialised/interests that you could volunteer to assist the College with?

SIGNED: _____ **DATE:** ____/____/____

Office Use Only	
COMBINED FAMILY TAXABLE INCOME PER ANNUM \$ _____	DOCUMENTATION RECEIVED
Recommended for Concession Yes <input type="checkbox"/> No <input type="checkbox"/>	Last 2 Payslips
Concession granted Yes <input type="checkbox"/> No <input type="checkbox"/> Amount \$ _____	Payment Summary for previous year
Confirmation letter sent ____/____/____	Statement of Earnings – Centrelink
	Expenses and liabilities
	Any other documentation