



## 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 is sought.** This documentation is then brought to a panel which will consist of the Principal, Director of Finance & College Operations and Parish Priest.

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, Director of Finance & College Operations and Parish Priest.

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
- PAYG 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

Do you hold a current Health Care Card? Yes  No

Card Number: \_\_\_\_\_

**HOUSE**

Owned

Mortgaged

Renting

**DEPENDANTS**

Children attending Lumen Christi College

NAME	SCHOOL YEAR

Other Dependant Children

NAME	SCHOOL ATTENDING	AGE	SCHOOL YEAR	FEE PER ANNUM

Reasons for seeking possible fee concession:

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Please provide any other relevant information:

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

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**SIGNED:** \_\_\_\_\_

**DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Office Use Only		DOCUMENTATION RECEIVED	
COMBINED FAMILY TAXABLE INCOME PER ANNUM: \$ _____		<input type="checkbox"/>	Last 2 payslips
Recommended for Concession: Yes <input type="checkbox"/> No <input type="checkbox"/>		<input type="checkbox"/>	PAYG Summary for the previous financial year
Concession Granted: Yes <input type="checkbox"/> No <input type="checkbox"/> Amount: \$ _____		<input type="checkbox"/>	Statement of Earnings - Centrelink (if applicable)
Confirmation Letter Sent: ____/____/____		<input type="checkbox"/>	Expenses and liabilities
		<input type="checkbox"/>	Any other documentation