

# Financial Assistance Eligibility

Parents and Guardians who hold one of the following cards may be eligible.



Centrelink  
Health Care Card



Centrelink  
Pensioner Concession Card

Veterans' Affairs  
Blue Pensioner Concession Card



## What is Financial Assistance & How Much Is It?

The Secondary Assistance Scheme consists of two components. Eligible parent's/guardians will receive a \$235 Education Allowance per student which will be applied to compulsory charges in the first instance and any remaining funds with then be applied against voluntary contributions. A further \$300 Clothing Allowance payment is also available and can be paid to your nominated bank account or applied against outstanding charges and voluntary contributions.

Please Note: Payments will be allocated in accordance with the Department of Education Policy

# How and When to Claim

Claims **MUST** be lodged and processed at the start of each school year and before you make any payment for Contributions and Charges to the School.

- Print the Financial Assistance Claim Form.
- Follow the check list below ticking off that you have completed all aspects of the form.
- Complete and sign the form.
- Nominate how you want the \$300 Clothing Allowance to be allocated. The two choices are:

Ticking the School box – It is our recommendation you choose this method if your child’s combined contributions and charges are greater than \$535 and we will deduct the \$300 from the balance of Compulsory Charges and other approved/optional contributions. Note: If this section is left blank we will tick the school option.

OR

Ticking the Parent/Guardian box and enter your bank account details – for the \$300 to be paid to your nominated bank account. It can take up to 10 weeks for the payment to be made meanwhile you will be expected to pay the compulsory charges to the school.

- Present in person to the Finance Office with your valid concession card and completed form to lodge your claim. Alternatively, if it is difficult for you to attend personally, your student may bring the claim form and concession card to the Finance Office. We will take a photocopy of your signed concession card. If you need further assistance please email [sheree.strawbridge@education.wa.edu.au](mailto:sheree.strawbridge@education.wa.edu.au)
- Applications should be submitted prior to 28<sup>th</sup> February 2025 or as soon as possible after this date and before the closing date of 11<sup>th</sup> April 2025.
- Your application will be processed as quickly as possible. A new balance statement will be emailed to you requesting the balance to be paid in full before the end of Term 1 unless an extension is requested and a payment plan application completed and returned.

**IMPORTANT:** Please do not make any payments to the school until we have processed your claim and emailed you a new statement.

## Check List

- Is your card valid as at the 31<sup>st</sup> January 2025? (see what to do below if it is not valid)
- Have you nominated where you want the \$300 Clothing Allowance money to be paid?
- Have you ticked the type of Concession Card you hold?
- Have you entered the Card Number? This must be the CRN number of the Parent/Guardian NOT THE CHILD
- Have you entered the Card Start Date and Expiry Date?
- Has the Cardholder Signed the Claim Form?
- Enter your bank account details if you have ticked Clothing Allowance to Parent/Guardian.

## What To Do If Your Card Expires Before 31<sup>st</sup> Jan 2025

Send an email to [sheree.strawbridge@education.wa.edu.au](mailto:sheree.strawbridge@education.wa.edu.au) advising you are waiting for your new card so we can place a note on your file. Once your new card arrives follow the process above forwarding your claim at your earliest convenience. Remember, claims must be received before the end of term 1.