



Mary MacKillop

Catholic Regional College

School Fees

Concession Program Financial Hardship

Eligible Centrelink Concession Card (CCC) Holder

INFORMATION FOR APPLICANTS

Aim

To assist school families experiencing financial hardship in accessing a Catholic Secondary education for their child/children.

Confidentiality

At all times, the dignity and privacy of those seeking a fee concession will be respected.

Level of Concession

School finance staff can advise applicants of the concessional fee to be charged. This concessional fee fixed annually by Diocese of Sale Catholic Education Limited. Approved applicants will be charged only the concessional fee which will cover all standard school fees and levies including any charges remaining for camps, sports and excursions after the application of the Camps, Sports, Excursion Fund (CSEF) benefit.

Eligible Concession Cards

Centrelink issues a number of concession cards for a variety of reasons. Some cards have a generous or no income test and therefore holders of these cards are ineligible for a fee concession under Category One. Only CCC's that are eligible for CSEF are eligible for the School Fees Concession Program.

The following CCCs are the most common cards that are eligible for CSEF. The CCC type is specified as a two or three letter code printed on the concession card.

- YA or YAL – Youth Allowance
- PPS – Parenting Payment Single
- PPP – Parenting Payment Partnered
- DSP – Disability Support Pension
- NSA – New Start Allowance
- LI – Low Income
- FA – Family Tax Benefit
- SA or SKA - Sickness Allowance

- CAR - Carer Allowance
- ABA or ABY - Schooling Applicant
- AGE - Age Pension
- AUS - Austudy
- HCC - Health Care Card
- PTA - Partnered Allowance
- SPL - Special Benefit
- WID or WFD or WFA – Widow Allowance/Pension

The CCC must be issued in the name of the fee payer and list the students for which the concession is to be applied.

The expiry date of the card must be on or after 1 January of the year for which the concession is to be applied.

If an eligible concession card expires after the start of the year, the concessional fee rate will still be applied for the entire year.

If a family becomes eligible during the course of a school year, then a pro-rata concession will be granted.

Lodgement of Application

Normally, an application should be lodged **by Week Five of Term Three** so that it can be assessed and direct debit.

- Complete the school's application form, Direct Debit Request (DDR) Service Agreement.
- Submit the completed forms and present a valid CCC for verifying and copying.
- Complete and return the CSEF application form immediately after receiving it from the school.

Application Forms

The following forms can be obtained from the school office:

- School's application form
- School's DDR Service Agreement
- CSEF application form.

Notification

Approved applicants will receive written notification of the outcome of their application by Week Five of Term Four. Declined applicants will be contacted promptly before the end of Term Three to allow sufficient time to lodge an application under Category Two Concession – Special Consideration if experiencing genuine financial hardship.

Important Notes

- The concession is automatic for a parent/guardian responsible for the school fees, who holds an eligible CCC.
- A CSEF application must be submitted for a concession to be granted.
- Where the fee account is split, the concession applies to only that portion payable by the eligible card holder.
- All families requesting, or receiving, a fee concession must notify the school should their financial circumstances change sufficiently to affect the level of concession offered.
- A new application must be made for each school year.
- Normally, applications should be lodged by Week Five of Term Three. But, as a family's finances might change at any time, applications can be lodged during the school year. In such cases, a pro-rata concession will be applied.
- Any offer of a concession is subject to the applicant entering into a DDR Service Agreement. Any default in payment may result in the concession being withdrawn.
- Should a CCC be ineligible, the applicant will be notified that the application has been declined. If the applicant is experiencing genuine financial hardship, he/she is encouraged to apply for a fee concession using the Special Consideration application form available from the school office.

REVIEW

This Policy has been reviewed by the Business Manager and ratified by the Principal.

Implementation Date: September 2023

Reviewed:

Next Review Date: September 2026