



School Fees Concession Program

Financial Assistance For Eligible Concession Card Holder

Information for Applicants

Aim

To assist eligible Concession Card holder families to access 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

The recommended concessional rate is set annually by the College Board.

For 2024 eligible approved CSEF parents will receive a discount of 20% off their Tuition Fees.

Ineligible Concession Cards include but not limited to;

- Carer Allowance (CAR)
- Family Allowance (FA)
- Mobility Allowance (MA)
- Card issued in the name of a child

Eligibility Requirements:

- The Concession Card must be issued in the name of the fee payer and list the students for which the concession is to be applied.
- The Concession Card must be valid on the first day of Term 1 and/or Term 2.
- The Concession Card holder must complete a CSEF Application for their child/children at the College.

Lodgement of Application

An application should be lodged in Term 1 by week 3 so that it can be assessed, and an arrangement can be initiated for the year.

- Complete the school's Eligible Concession Card Holder application form
- Complete a CentrePay Deduction Form (For Year 7- \$100/fn; Year 8 - \$110/fn; Year 9 & 10 - \$120/fn; Year 11 & 12 - \$140/fn.
- Complete the CSEF application form
- Submit the completed forms and present a valid Health Care Card or Pension Concession Card for verifying and copying

Application Forms

The following forms can be obtained from the school office:

- School's Eligible Concession Card Holder Application Form
- CentrePay Deduction Form
- CSEF Application Form

Notification

Approved applicants will usually see the concession in their account during Term 1 or Term 2. This will show on the Tax Invoice which is emailed to you monthly.

Declined CSEF applicants will be contacted in Term 1 or Term 2 by our CSEF Officer.

Important Notes

- A CSEF application must be submitted and approved for a concession to be granted
- Where the fee account is split, the concession applies to only the portion payable by the eligible card holder
- A new application must be made for each school year, by Term 1 Week 3 annually
- Any offer of a concession is subject to the applicant entering into a CentrePay arrangement. Any default in payment may result in the concession being withdrawn.
- Should a Concession Card be ineligible, the applicant will be notified that the CSEF application has been declined. If the applicant is experiencing financial hardship, he/she is encouraged to apply for a fee concession using the Special Consideration Application Form available from the school office.

School Fees Concession Program

Financial Assistance For Eligible Concession Card Holder

Applicants Details

Debtor ID: _____

Surname _____ First Name _____

Address _____

Email _____ Phone No/s _____

Children Attending this School

Student Name	Year Level
1.	
2.	
3.	
4.	
5.	

Concession Card Details

Health Care Card

Pensioner Concession Card

Card No. (CRN)

Expiry Date

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Please attach the following required documents:

- Completed CentrePay Deduction Form for payment of School Fees (26 fortnightly instalments, annually)
- Completed CSEF Application
- Copy of concession card

Application Declaration

I declare that:

- The card is in my name being the person responsible for fees.
- I will notify the school if my Concession Card status changes during the year.
- I understand that I must submit a new application each school year.
- I will lodge a completed CSEF form when supplied by the school.
- I understand that the granting of any fee concession is conditional upon the fee payer successfully applying for the CSEF payment for each child they have at the College.

Applicant's Signature _____

Date _____

Office Use Only

Concession Card Signed & Copied Copy attached Expiry Date on/after Jan 1.

CentrePay Deduction Form Completed & Attached On File

CSEF Application Received Yes

Application Received By _____ Date _____

CSEF Application Forwarded to CSEF Officer Yes