



APPLICATION FOR FINANCIAL ASSISTANCE

TERMS AND CONDITIONS

1. Kesser Torah College Limited ("KTC") sets school fees in accordance with the KTC School Fees Policy. The School fees are set at rates, which cover the cost of educating each child enrolled at KTC. These fees are called "**Full Fees**". Full Fees are due unless a family is notified in writing by KTC, in its sole and absolute discretion, that financial assistance has been approved.
2. It is the policy of the school to provide assistance in the form of a fee subsidy to families whom KTC assesses as being unable to pay Full Fees due to their financial circumstances. Determination and offers of financial assistance are at the discretion of KTC. If the Fee Payer intends to apply for financial assistance, they must apply on enrolment or before the end of January of each calendar year, otherwise it is in KTC's sole and absolute discretion whether to accept the application. If a Fee Payer's financial circumstances change at any time throughout the calendar year, the Fee Payer will be entitled to apply for financial assistance. However, KTC will be entitled to request additional documentation evidencing the Fee Payer's financial circumstances changing within the previous one (1) month. If the Fee Payer does not provide the requested information and documentation, KTC is entitled to deem the application withdrawn.
3. **The level of assistance is based on the assessment of the answers provided in the application form, as well as further information provided at an interview if necessary.**
4. The amount of financial assistance given is set by the KTC Fee Committee, and may be reviewed at their discretion at any time.
5. **Fee subsidies do not cover administration fees, levies, books, excursions, transport or uniforms. These costs and expenses will be charged to the Fee Payer in their entirety.**
6. There are no subsidies for Pre-School or Day Care fees.
7. **All requested information and documentation is to be provided with the application for the assessment to be considered. If the Fee Payer does not provide the requested information and documentation, KTC is entitled to deem the application withdrawn.**
8. The fee subsidy is subject to annual review.
9. **Required accompanying documentation, including but not limited to:**
 - Payslip or letter from employer stating whole remuneration package including non-cash benefits
 - Statement of benefits from Centrelink or Family Assistance Office
 - Loan statements for the past 12 months
 - Income tax returns for two previous financial years and ATO Notices of Assessment (for both parents)
 - Latest financial statements and tax returns for any interests in sole trader business, partnerships, trusts, or companies in which you are a shareholder or beneficiary.

Family Name	
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____ / ____ / ____
Application Date

____ / ____ / ____
Closing Date for Application

____ / ____ / ____
Date Received at KTC

KTC Application for Financial Assistance

Parent's Details	Father	Mother
Full Name		

Children Attending KTC

Name	Age	Class	M / F

Other Children in the Family

Name	Age	Class	Current School

Employment Details	Father	Mother
Employer Name		
Position Title		

Income (Per Annum) <small><i>Your latest Income Tax Return, Notice of Assessment, or Group Certificate MUST be included.</i></small>	Father		Mother	
	Gross	Net	Gross	Net
Salary				
CentreLink				
Fringe Benefits				
Business Employment				
Other (bonuses, investments, etc.)				
Total Income (\$)				

Accommodation or Residence

Family / Parent 1

If residence owned: Loan balance \$ _____ Monthly repayment \$ _____

If residence rented: Weekly rental \$ _____

Parent 2 (If divorced or separated)

If residence owned: Loan balance \$ _____ Monthly repayment \$ _____

If residence rented: Weekly rental \$ _____

KTC Application for Financial Assistance

Declaration

1. I / We declare that all information given on this form is true, accurate and complete to the best of my / our knowledge.
2. I / We have read and agree to be bound by all background terms and conditions outlined in this Application either direct or implied.
3. I / We also understand and agree that should it be proven that I / we have intentionally misled KTC by giving false information, omitting information, or making inaccurate declaration, I / we will be personally liable for payment of Full Fees retrospectively from the date of my child / children commenced school for the school year and repayment of Financial Assistance provided.
4. I / we agree that any material change in circumstances will be advised promptly to KTC.
5. I / we acknowledge that I / we are jointly and severally liable to KTC for all school fees, levies and incidental charges incurred in regard to attendance at KTC by the student(s) the subject of the Application.
6. I / we agree that KTC may verify the relevant information provided with any relevant party. KTC or its representatives may inspect copies of my / our income tax returns, those of my / our immediate family, or any Company or Trust returns relating thereto. This application shall be deemed an authority to my / our Accountant or legal or professional adviser to furnish details on request.
7. I / we acknowledge that, if granted financial assistance, I / we complete either a Direct Debit Request or some other similar authority so that remaining fees, levies and charges are automatically paid as they fall due.
8. I / we acknowledge that any financial assistance provided or granted by KTC shall be payable on demand by KTC in the event of a change of circumstances making repayment possible, or in the event that false and misleading information or an inaccurate declaration is found to have been supplied or relevant information omitted. This agreement shall not be extinguished or deemed to be void when our child / children leave KTC.
9. This application authorises and permits KTC to make all and any necessary credit or financial checks and enquiries of any financial or other institution, credit provider or credit reporting agency, notwithstanding the provisions of any Privacy Act or other like Act or legislation and we acknowledge that such information can include any information regarding my / our credit worthiness, credit standing and history or credit capacity that credit providers are allowed to give to us or receive from other credit providers under the Privacy Act.
10. I / we acknowledge that KTC may require a charge to be granted in its favour over real property to secure fees owing and may make the execution of such a charge a condition of the granting or continuing of Financial Assistance.
11. **I / we acknowledge that, other than with the written approval of KTC, unless all information in this application has been provided and all questions answered accurately and in detail, that this Application will not be considered and Full Fees will remain due and payable.**
12. I / we acknowledge that, until written advice is provided to the contrary, Full Fees will remain due and payable, notwithstanding any Financial Assistance that may have been previously provided.

Applicant 1: Print Name	Signature	Date
Applicant 2: Print Name	Signature	Date