



## Fee Assistance Policy

*Palmerston Christian School and NT Christian College form a learning community where parents and staff partner together. Students are nurtured through a loving, biblically-based school curriculum and structure to build their faith, character and desire to serve.*

### **POLICY**

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Palmerston Christian School and NT Christian College community believes that any of its families who genuinely desire a Christian education should not have enrolments jeopardised due to unforeseen financial hardship.

The College community demonstrates its commitment to its families by its willingness to subsidise part of the cost of educating children for families who, due to unforeseen circumstances, are experiencing significant financial hardship.

Subsidies do not apply to music fees, camps, working bee levy or other discretionary expenses.

### **PROCEDURE**

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- Families may apply for fee assistance by requesting an application form from the school/college.
- On receipt of the completed application and supporting documentation, the school/college will process the application and advise the applicants in writing of the college's decision.
- The family must sign an agreement accepting the terms and conditions of the Fee Assistance.
- Families must commit to a regular payment plan with direct debit authority for their agreed contribution.
- On receipt of the signed agreement, the school/college will credit the family's tuition fee account with the fee assistance subsidy.
- If there are changes to the family income, the family must promptly advise the school/college who will review the agreement and reserve the right to amend it.
- Fee assistance agreements are only valid until the end of each calendar year. A new application needs to be made at the start of each year. Receiving assistance in any one year does not guarantee assistance will be provided in a subsequent year.



## Application for Fee Assistance

*(Confidential)*

This form is to be used to apply for fee assistance, as per the Fee Assistance Policy. The information provided will be treated confidentially (as per the NT Christian Schools' Privacy Policy) and will remain in place for the current school year only. (A new form must be completed for future years.) Please advise the college if your circumstances change during the year.

Parent/Guardian Names \_\_\_\_\_

Address \_\_\_\_\_

Phone Number(s) \_\_\_\_\_

Email Address \_\_\_\_\_

Children's Names	Year Level
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____

### Reason for application

\_\_\_\_\_

\_\_\_\_\_

### Declaration of Family Income

(Please circle the appropriate frequency)

Father's Gross Salary \_\_\_\_\_ per week/fortnight/year  
*(Please provide last three pay slips and last income tax assessment)*

Mother's Gross Salary \_\_\_\_\_ per week/fortnight/year  
*(Please provide last three pay slips and last income tax assessment)*

### Other Income

Family Allowance \_\_\_\_\_ per week/fortnight/year

Family Income Supplement \_\_\_\_\_ per week/fortnight/year

Interest Received \_\_\_\_\_ per week/fortnight/year

Any other income \_\_\_\_\_ per week/fortnight/year

I declare that the above is a true and accurate statement of our family income.

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Name Signature Date

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Name Signature Date

*Please note that assistance can only be considered once this form has been received; meanwhile full fees are applicable.*