



## Lutheran Education SA, NT & WA

### 2024 LLL SCHOOL BURSARIES

#### Application Package

Through the generosity of the LLL, the three Lutheran Education Regions, LESNW, LEQ and LEVNT, have the opportunity to offer bursaries to support the enrolment of children into Lutheran schools across Australia.

The guiding principle is to provide the opportunity for as many students as possible to attend a Lutheran school who would otherwise be precluded from doing so due to financial hardship.

The LLL Bursaries are intended to be awarded for a maximum of six years but reviewed on an annual basis to ensure financial need remains and the recipient continues to contribute broadly and positively to the life of the school. The LLL Bursaries will be prioritized but not limited to those children entering the traditional primary and secondary intake years, the first year of formal schooling and the first year of secondary school education.

They are to be intended to cover 50% of the annual tuition fee, exclusive of camps and levies, up to a maximum of \$5,000 per year.

Applications are to be submitted to the school at which the family is seeking an enrolment and then forwarded to the LESNW Regional office review panel by the school for assessment with final approval determined by the LESNW Finance, Risk and Audit Committee (FRAC).

#### Selection Criteria

The LLL School Bursaries are open to families;

1. where ongoing school fee commitment would impose undue financial hardship,
2. with preference given to children who are currently of pre-school age and commencing formal Primary school education in the following year or children currently in their final year of formal Primary school education and commencing Secondary school education in the following year,
3. with preference also be given to communicant members of the LCA or active members of other Christian denominations.

The LLL School Bursaries will be awarded on the;

1. Ability and willingness of the child to contribute broadly and positively to school life,
2. Capacity of the child to cope with the demands of the academic program of the school,
3. Availability of an enrolment position at the school,
4. Ability to satisfy enrolment requirements of the school on an ongoing basis, and
5. Financial hardship for parents / carers making the enrolment unlikely without the LLL Bursary or school financial support.

#### Application Process Steps

1. Complete an application form for enrolment at the relevant school.
2. Simultaneously complete a LLL School Bursary Application Form (refer attached).
3. Submit both forms, with the relevant supporting documentation for each, to the school.
4. The school then submits the LLL School Bursary Application Form and supporting documentation to LESNW;
5. The school processes the enrolment application according to their normal process and confirms to LESNW that an enrolment offer is available pending a successful LLL Bursary application.
6. LESNW FRAC assesses the applications of those with placement offers and notifies the school and family in writing of the outcome of the FRAC assessment.
7. The family accepts or rejects the offer of enrolment and offer of bursary by signing and returning the required documentation to the relevant school and LESNW



## **Supporting Documentation**

In addition to the completion of the LLL Bursary Application Form the following supporting documents are also required to allow for an informed assessment process to occur.

1. Personal reference from local Pastor (or other Christian denomination equivalent),
2. Most recent end of semester school report,
3. Previous two (2) end of financial year ATO Notices of Assessment for all custodial parents/carers and any other supporting financial documentation that may be requested to adequately assess the family's financial circumstances in relation to the ongoing payment of school fees.

## **Promotion of the Availability of the LLL School Bursaries**

Both Lutheran schools and Lutheran Church of Australia congregations/parishes have a role in, and responsibility for, promotion of the LLL School Bursaries.

Schools will distribute information about the LLL School Bursaries and the LLL Bursary Application Forms when the enrolment enquiries for positions in Primary and Secondary commencement years are fielded and it becomes clear that an application might not proceed due to financial hardship.

Congregations will be encouraged to advertise the LLL School Bursaries in their weekly newsletters to members and the local Pastors may also identify and encourage ideal candidates through their pastoral role.

## **Review panel**

The panel will comprise the LESNW Executive Director (or their delegate), the LESNW Business Director (or their delegate), and two nominees of the FRAC. Membership of the panel will be such that no member is from a school which is represented within the applications where possible.

## **Annual Review and Reporting**

The LESNW Executive Director will present a de-identified annual report to the LESNW Board and to the LLL CEO regarding management of the LLL School Bursary program.

## **Acknowledgement of the LLL**

The LLL asks to be acknowledged in all promotional material distributed throughout school regions and schools including web pages, social media, etc.

Individual schools who receive grants/bursaries to acknowledge the LLL for provision of the funding in newsletters, web sites, social media, etc. This acknowledgement will maintain the privacy of the families in receipt of current and future bursaries.

LESNW is to provide the LLL with an annual summarised report regarding schools who have been awarded LLL School Bursaries. The report is to detail the name of the school, the number of bursaries awarded to that school, and the value of each bursary awarded. No details are to be included which identify the family or student.

**Applications for 2024 LLL Bursaries close CoB Friday 24 November 2023**



## Lutheran Education SA, NT & WA 2024 LLL School Bursaries

### APPLICATION FORM

#### Parent/Guardian's Details:

Mr / Mrs / Ms / Dr / Other \_\_\_\_\_

Name 1<sup>st</sup> parent/guardian: \_\_\_\_\_

Name 2<sup>nd</sup> parent/guardian (if applicable): \_\_\_\_\_

Postal address (for correspondence): \_\_\_\_\_

\_\_\_\_\_

Contact numbers: (H) \_\_\_\_\_ (Mob) \_\_\_\_\_

(W) \_\_\_\_\_

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

#### Scholarship Applicant (Student) Details:

Name: \_\_\_\_\_

Postal address (if different): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

#### Church Membership

Denomination: \_\_\_\_\_

Congregation: \_\_\_\_\_

Name of Clergy: \_\_\_\_\_

Has a personal reference from Pastor/Clergy/Teacher been attached? Yes  No

#### Lutheran School Seeking Enrolment

Name of school: \_\_\_\_\_

Calendar year of entry: \_\_\_\_\_

Grade entering: \_\_\_\_\_

Has an application for enrolment been submitted? Yes  No



### Current School Details (if relevant)

Name of school: \_\_\_\_\_

Suburb/Town: \_\_\_\_\_

Current year level: \_\_\_\_\_

Is the most recent Semester Report attached? Yes  No

### Financial Need

Have you attached copies of the last two (2) ATO Notices of Assessment for all custodial parents/guardians? Yes  No

If your employment conditions have changed since your last tax return, please outline in a statement and attach to this application.

### Declaration

I declare that the information provided in this application is true and correct and understand other financial documentation may be requested to adequately assess financial need.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Privacy Statement

I, \_\_\_\_\_ understand that:  
*(insert full name here)*

- My personal information has been provided to Lutheran Education SA, NT & WA (LESNW), a department of Lutheran Church of Australia SA-NT District for the purpose of determining financial need.
- If I do not provide my personal information to LESNW, it may be unable to process my application.
- My personal information will only be shared with the relevant school administrators, LESNW and LLL staff for the purpose of assessment.
- LESNW will take all reasonable steps to ensure my personal information is kept secure.
- A copy of the LESNW privacy policy will be provided to me upon request.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Applications for 2024 LLL Bursaries should be forwarded to LESNW by the School and received by CoB Friday 24 November 2023 via either:**

- **Email to:** [director@lesnw.edu.au](mailto:director@lesnw.edu.au), or
- **Mail or Delivery to:** Executive Director  
LESNW  
137 Archer St  
North Adelaide SA 5006