



## **INFORMATION PAGE SECONDARY BURSARY GRANTS - YEAR 2023**

### **Purpose:**

Financial assistance provided to parents of secondary school pupils attending an Armidale Diocesan Systemic Catholic school by the Catholic Schools Office.

The grants are allocated on a needs basis, measured by the parent's/guardians family income.

### **Student Eligibility:**

Applicants for the year 2023 bursaries should be enrolling in Year 7 in 2023. The assistance continues until the student completes Year 12 or leaves the school. Applications may be submitted for students commencing in years other than Year 7, but priority is given to those applying for Year 7.

### **Making Application:**

Application forms for pupils are currently available through your Catholic secondary school. Applications close for Round 1 on 4th November, 2022. Applications will be accepted after this date if there are unallocated bursaries. Applications may be submitted to the school or directly with the Catholic Schools Office.

### **No Need to Re-apply:**

It will not be necessary to re-apply for Years 8, 9, 10, 11 or 12 if your child has been granted a bursary previously. Continuing bursary holders may be contacted by the Catholic Schools Office and asked to submit a copy of their current tax assessment notice.

### **Income Limit:**

Applicants will be eligible to apply if their family income (where there is one child), for the year ended 30<sup>th</sup> June, 2022 did not exceed **\$67,000**. For families with more than one child, this limit is increased by **\$2,500** for each additional dependent child at school.

That is,

- for families with **1** child the limit is **\$67,000**
- for families with **2** children the limit is **\$69,500**
- for families with **3** children the limit is **\$72,000**
- for families with **4** children the limit is **\$74,500**
- for families with **5** children the limit is **\$77,000**.
- for families with **6** children the limit is **\$79,500**

This limit will be subject to review.

### **Method of Award:**

It is emphasised that although applications will be accepted from families who meet the income criteria, the Catholic Schools Office will award its bursaries by commencing with the applicants in the greatest need. This sequence will be continued until the quota for bursaries is exhausted. This may well mean that some families whose income is below the threshold may not receive Bursaries.

### **Conditions:**

Bursaries are available to pupils whose parents/guardians are ordinarily permanent residents of this Diocese and who have been subject to Australian Taxation Office rules for the whole of the previous financial year.

Applicants are required to submit a copy of their tax assessment advice for the year ended June 30, 2022, as well as the completed application form. If a tax assessment notice is not applicable, other documentation such as Centrelink statements will be required as proof of income.

Although a pupil may hold only one bursary at a time, other pupils in the same family may also hold bursaries.

Students who are awarded a bursary must attend school regularly and maintain a satisfactory record of progress and conduct.

### **Bursary Payments:**

The bursary will be paid from the Catholic Schools Office directly to the school that the pupil is attending. In 2023, the amount of the bursary will be \$665.

### **Confidentiality:**

All information supplied to the Catholic Schools Office will be treated with the strictest confidentiality.



**CATHOLIC SCHOOLS OFFICE ARMIDALE**  
**2023 SECONDARY BURSARY APPLICATION FORM**

STUDENT DETAILS	
<b>Surname</b>	<input type="text"/>
<b>Christian Names</b>	<input type="text"/>
<b>Date of Birth</b>	<input type="text"/>
<b>Sex</b> (Please Circle)	<i>Male</i> <i>Female</i>
<b>Student is currently attending which school?</b>	<input type="text"/>
<b>Student will commence which year in 2023?</b>	7 8 9 10 11 12 (Please Circle)
<b>Student is applying for a Bursary at which school?</b>  (Please circle)	<i>Holy Trinity Inverell</i> <i>McCarthy Catholic College Tamworth</i> <i>O'Connor Catholic College Armidale</i> <i>St Philomena's Moree</i> <i>St Mary's College Gunnedah</i>

FATHER/GUARDIAN DETAILS	
<b>Name</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Occupation</b>	<input type="text"/>
<b>Employer</b>	<input type="text"/>
<b>Employer's Address</b>	<input type="text"/>
<b>Employer contact details</b>	<input type="text"/>

MOTHER/GUARDIAN DETAILS	
<b>Name</b>	<input type="text"/>
<b>Address</b>	<input type="text"/>
<b>Phone Number</b>	<input type="text"/>
<b>Email Address</b>	<input type="text"/>
<b>Occupation</b>	<input type="text"/>
<b>Employer</b>	<input type="text"/>
<b>Employer's Address</b>	<input type="text"/>
<b>Employer contact details</b>	<input type="text"/>

FAMILY DETAILS		
<b>Number of school children other than the applicant being supported by Parents/Guardians in 2023?</b>	<input type="text"/>	
<b>Please provide details below</b>		
<b>Name</b>	<b>2023 Grade</b>	<b>School</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

## **CATHOLIC SCHOOLS OFFICE DIOCESE OF ARMIDALE**

### **Bursary Application Collection Notice**

Under the terms of the Privacy Act 1988 The Catholic Schools Office issues the following Bursary Application Collection Notice.

1. In applying for this bursary you will be providing The Catholic Schools Office with personal information. The Head of Finance & ICT can be contacted at the Office by Phone: 67727388, by Fax: 67729285 or by mail: Post Office Box 636, Armidale 2350
2. If you provide us with personal information, for example your name and address or financial information, we will collect the information in order to assess your application.
3. You may seek access to your personal information that we hold about you if you are unsuccessful for the bursary. However, there may be occasions when access is denied. Such occasions would include where access would have an unreasonable impact on the privacy of others.
4. We will not disclose this information to a third party without your consent.
5. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to the Catholic Schools Office and why, and that they can access that information if they wish, and that the Catholic Schools Office does not usually disclose the information to third parties.