

**APPLICANT DETAILS**

**Name:**

**QTAC Application Number:**

**ELIGIBILITY TO APPLY**

Complete this form if you **reside in Australia** and have experienced financial hardship that has negatively impacted your education.

**APPLICANT STATEMENT** (please type directly onto the form or print clearly)

1. I am financially dependent on:

- Myself only (I do not live with a parent/guardian or partner)
- My sole parent/guardian
- Two parents/guardians
- My partner
- Myself and my partner

2. The number of dependants in my household:

- I financially support \_\_\_\_\_ dependants
- My parent/s/guardian/s or partner financially support \_\_\_\_\_ dependants (including me)
- My partner and I financially support \_\_\_\_\_ dependants

**SUPPORTING DOCUMENTATION** (documents must be uploaded along with this form)

**You must provide** copies of:

- the most recent financial year's Income Tax Return/s (showing Gross Income from all sources including the supplementary section/s) for each member of the household receiving income, including from Centrelink
- the most recent financial year's Notice/s of Assessment (showing Taxable Income) for each member of the household receiving income who lodged an Income Tax Return
- a current Detailed Income and Assets Statement from Centrelink and/or Department of Veterans' Affairs (DVA) Statement for each member of the household receiving a Centrelink or a DVA benefit

**Not required to lodge an Income Tax Return:**

If you, your partner or parent/s were not required to lodge an Income Tax Return as the estimated income received was below the tax-free threshold,

**You must provide** copies of:

- a Non-Lodgment Advice from the Australian Taxation Office (ATO)
- an annual PAYG Summary from Centrelink showing total benefits received
- ATO Income Statements showing total income from all employers
- Bank Statements showing annual interest earned
- Dividend Statements for share returns
- any other financial documents that could help substantiate your claim of **financial hardship**

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## BUSINESS INCOME

**Does anyone in your household earn income from a business?**

Yes

No

### Supporting Documents for Business Income

Business owners and their dependants must fully document gross business income and expenses as well as individual income.

**Sole traders** and their dependants must supply:

- the business operator's individual Income Tax Return

**Partnership, company, or trust** business operators should supply their individual tax return AND relevant evidence of business income, which may include:

- Business Accounts including a complete, itemised list of expenses
  - Partnership Tax Returns
  - Company Tax Accounts
  - Trust Tax Return
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### Did you forget to supply Centrelink details in your QTAC application?

If you already supplied your CRN and completed the Centrelink declaration, you do not need to complete this section.

If you receive the maximum rate of a Centrelink Benefit in your own right and you now want to give QTAC permission to verify it electronically, please provide your CRN and complete the Centrelink Authority Statement below:

**Your CRN - 9 numbers and 1 letter:** \_\_\_\_\_

### Centrelink Authority Statement

I authorise QTAC to use Centrelink Confirmation eServices to perform a Centrelink enquiry of my Centrelink Customer details in order to enable QTAC to determine if I qualify for benefits that may be available from institutions. I authorise the Australian Government Department Services Australia (the agency) to provide the results of that enquiry to QTAC. I understand that the agency will use information I have provided to QTAC to confirm my eligibility for adjustment factors or financial assistance and will disclose to QTAC my personal information including my name, address, concession card status, payment type, payment status, income, assets, one-off payment, deduction and shared care arrangements. I understand that this consent, once signed, remains valid while I am a customer of QTAC unless I withdraw it by contacting QTAC or the agency. I understand that I can obtain proof of my circumstances/details from the agency (eg a Centrelink Income Statement) and provide it to QTAC so that my eligibility for adjustment factors or financial assistance can be determined. I understand that if I withdraw my consent or do not alternatively provide proof of my circumstances/details, I may not be eligible for the adjustment factors and financial assistance provided by institutions via the Educational Access Scheme (EAS).

Sign: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Attach this to documentation and return to QTAC**

Upload your documentation to your online application at <https://applications.qtac.edu.au>.

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