



Application for fee waiver for distance education

Non-state school-based student

Privacy Statement

The Department of Education (DoE) is collecting personal information on this form in order to:

- assess whether a distance education fee should be waived, entirely or partly, pursuant to section 54 of the Education (General Provisions) Act 2006 (Qld) (the Act) for a non-state school student enrolled in a component of a program of distance education
- communicate with the non-state school and school of distance education in relation to this application.

Personal information collected in this form will only be accessed by staff of the non-state school at which the student is enrolled, authorised staff of the school of distance education and departmental employees. It will not be given to any other person or agency unless you have given DoE permission or DoE is authorised by law.

Fee waivers

Fees for distance education are payable annually. The circumstances that the Director-General (or principal as delegate) must consider in deciding to waive a distance education fee are detailed in section 54 of the Act (<https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-2006-039>). If granted, a waiver is applicable for that school year. Subsequent waivers may be applied for and granted.

Non-state school principals must complete one form for each student seeking a waiver.

Part A: Non-state school details

School			
School contact officer		Phone	
Email			
Postal address		Postcode	

Part B: Student

Surname		Given names	
Date of birth		Year level	Email
Name of school of distance education			
Enrolment date <small>School of distance education use only</small>		EQ ID	

Part C: Fee waiver

Payment of distance education fees may be waived, partly or entirely. Further information regarding circumstances where a fee waiver may be applicable is available at: <https://ppr.qed.qld.gov.au/attachment/fee-reference-table-distance-education.docx>

Please indicate the reason for the application:

- The student is or has been enrolled in a distance education subject/s, and would suffer a significant educational disadvantage if they were not able to continue in the subject/s, and payment of the fee would cause financial hardship to student or their parent/carer; or
- The student is enrolled in a distance education subject/s, and a waiver is appropriate and reasonable because exceptional circumstances exist in relation to the student.

**Part C: Fee waiver**

Please explain the circumstances relevant to this application for a waiver and list documentary evidence attached to support the application. Documentation of financial hardship must include a current Health Care Card or other evidence of financial hardship.

Declaration

I declare that the information I have given in this form is complete and correct.

Non-state school principal's name:

School

Signature

Date

To be completed by Brisbane School of Distance Education

In accordance with section 54 of the Act, this application for waiver is:

Approved: Fees waived in full

Approved: Partial waiver of fees. \$ payable

Not approved

Decision maker's name and position:

John Brew, Executive Principal, Brisbane School of Distance Education

Signature

Date

Comments

Office use only

Date application received	TRIM reference number	Non-state school and student applicant notified	Date

Uncontrolled copy. Refer to the Department of Education Policy and Procedure Register at <https://ppr.qed.qld.gov.au/pp/distance-education-enrolment-and-fees-procedure> to ensure you have the most current version of this document.