

# Distance education enrolment fees — Home-based Application for fee exemption/waiver/payment plan for enrolment in a program of distance education

Part A: Student details								
Surname				Given name/s				
Date of birth		,	Year level					
Residential address								
City/Town							Postcode	
Postal address								
City/Town							Postcode	
Phone number				Mobile				
Email								
Parent/carer name (if relevant)								
Enrolment date School of Distance Ed	lucation use only			EQ ID				
Part B: Purpose of application								
Eligible for exemption under section 53 of the Act.  Proceed to Part C below		Fee waiver under section 54 of the Act.  Proceed to Part D below		Request to negotiate payment plan.  Proceed to Part E below				
Important information — Fees for distance education are payable annually. The eligibility criteria for exemption and waiver are detailed in sections 53 and 54 of the Act respectively ( <a href="https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-2006-039">https://www.legislation.qld.gov.au/view/whole/html/inforce/current/act-2006-039</a> ). If granted, a waiver is applicable for one year. Subsequent waivers may be applied for and granted. Further information regarding distance education enrolment fees available at: <a href="https://ppr.qed.qld.gov.au/attachment/fee-reference-table-distance-education.docx">https://ppr.qed.qld.gov.au/attachment/fee-reference-table-distance-education.docx</a>								
Part C: Fligibility for exemption								

If you consider that the student is exempt from paying the fee for distance education, please indicate the relevant category of exemption. The student:

lives in a remote area as defined by section 49 of the Act.

cannot attend a state school for more than 80 consecutive school days due to state of health. A medical certificate must be attached (see Information for students with medical conditions: https://ppr.qed.qld.gov.au/attachment/Information-forstudents-with-medical-conditions.docx).

has an itinerant lifestyle due to student or parental occupation, as described by section 53(2) of the Act.

is suspended from a state school on a charge-related ground under section 281 of the Act.

is excluded from a state school under section 291 of the Act, or from certain state schools under section 298 of the Act, and would be considered to live in a remote area if the school/s from which the student is excluded were taken not to be a nearest applicable school for the definition 'remote area'.

is excluded from all state schools under section 298 of the Act.

has parental responsibilities which preclude regular attendance at a state school.







## Part C: Eligibility for exemption

has carer responsibilities which preclude regular attendance at a state school. A medical certificate confirming carer responsibilities must be attached.

is a mature age student who does not live within 16 kilometres of a mature age state school or who has been refused enrolment at a mature age state school.

is in custody in a corrective services facility.

Please explain the circumstances relevant to the claim for fee exemption and list documentary evidence that is being attached in support of the claim.

### Part D: Fee waiver

Payment of distance education fees may be waived, partly or entirely. In making the decision under section 54(1)(b) of the Act about waiving payment of a fee, the Director-General or their delegate may have regard to any relevant matter of which they are aware, including whether the person would suffer a significant educational disadvantage if they could not enrol in a program, or component of a program, of distance education. It is also relevant to consider whether distance education is the most appropriate educational program for the student.

If applying for a waiver of the fee, please indicate the reason for the application.

Student is or has been enrolled in distance education and would suffer a significant educational disadvantage if unable to continue in the program, and payment of the fee would cause financial hardship to the student or their parent/carer.

Student is enrolled in distance education, and the waiver is appropriate and reasonable because exceptional circumstances exist in relation to the student.

Student is an Australian citizen	Yes	No
Student is a permanent resident of Australia	Yes	No

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

### Part E: Request to negotiate payment plan

Please explain the circumstances relevant to the request to negotiate a payment plan and list documentary evidence that is being attached in support of the application. Documentation of financial hardship may include a current Health Care Card or other evidence of financial hardship.





### **Brisbane School of Distance Education**

#### **Privacy Statement**

The Department of Education is collecting personal information on this form in order to be able to:

- i. assess this application for an exemption/waiver/payment plan in relation to the payable fee for distance education pursuant to Chapter 3 of the Education (General Provisions) Act 2006 (Qld) (the Act)
- ii. communicate with the student and persons seeking an exemption/waiver/payment plan for the fees for a program, or component of a program, of distance education about this application.

Personal information collected in this form will only be accessed by authorised staff of the School of Distance Education at which the student is enrolled and departmental employees. It will not be given to any other person or agency unless you have given us permission or we are authorised by law.

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Declaration							
I declare that the inf above.	ormation I have g	liven in this form is complet	e and correct	t, and I acknowle	dge the Priva	cy Statement	
Prospective Student	: / Parent / Carer'	s name					
Signature				Date			
To be completed	hy Brishane S	chool of Distance Edu	ration				
Application for e	_	onoon on Diotamoo Luu	Julion				
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In accordance with section 53 of the Act, this student's fee is: Payable Not payable  Application for waiver							
In accordance with section 54 of the Act:			Part of the fee is waived to the amount of: \$				
			the entire fee is waived				
			the waiver is not granted				
Application for p	ayment plan						
The request to nego	Approved	Not approv	ved				
Payment plan details:							
Executive Principal's	rincipal's Name John Brew, Brisbane School of Distance Education						
Signature					Date		
Office use only							
Date application receive	ceived Record reference number			Applicant notified	Date		

