

ABSTUDY Remote Areas

Purpose of this form



ABSTUDY is for Australian Aboriginal and Torres Strait Islander students.

This claim is for secondary school students from remote communities who need to live away from home to attend school. Some students who need to repeat their final primary year at another school and have to live away from home may also be eligible.

Lodgement dates

To receive all of your ABSTUDY payments for the year of study, you must apply by **31 December** of that year. You can register an intent to claim ABSTUDY by contacting Services Australia on or before **31 December** of that year. If you have registered an intent to claim ABSTUDY, to be eligible, you must lodge the form **within 13 weeks** of the date you contacted us **OR by 31 December** of the year of study, whichever is the later. If you have not contacted us to register an intent to claim ABSTUDY, a claim received after **31 December** will not normally be approved.

Online services



You can upload this form, with any supporting documents, online.

For more information about how to access an online account or how to lodge documents online, go to [servicesaustralia.gov.au/centrelinkuploadocs](https://servicesaustralia.gov.au/centrelinkuploaddocs)

For more information

Go to servicesaustralia.gov.au/abstudy or visit one of our service centres.

Call us on **1800 132 317**.



Help in your language

We can translate documents you need for your claim for free.

To speak to us in your language, call **131 202**.

Call charges may apply.



Telephone Typewriter

If you have a hearing or speech impairment, you can call the **TTY service** on **1800 810 586**. A TTY phone is required to use this service.

Keep these Notes (pages 1 to 10) for your information.

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Payments and allowances

ABSTUDY allowances

You may be eligible for School Fee Allowance, Basic Payment Living Allowance, Rent Assistance and Remote Area Allowance for your student. These allowances are paid to the boarding school or hostel to help pay for school fees and boarding costs.

Family Tax Benefit and ABSTUDY School allowances

Students 16 years of age or over

Families can receive both Family Tax Benefit and ABSTUDY Living Allowance and/or means tested School Fees Allowance if the student is 16 years of age and over and is living away from home to study.

Students under 16 years of age

Provided all eligibility conditions are met for both payments, Family Tax Benefit and ABSTUDY can both be paid for a student under 16 years of age.

Other ABSTUDY claims

Parents, guardians or carers of secondary students 15 years of age or younger (or primary students 14 or 15 years of age at 1 January of the year of study) and living at home during the year of study, can claim ABSTUDY by calling us on **1800 132 317** or by using the ***Claim for ABSTUDY Schooling A (SY018)*** form.

Students 16 years of age or older in the study year or applying for independent status can claim ABSTUDY by calling us on **1800 132 317** or by using the ***Claim for ABSTUDY (SY019)*** form.

Commencement dates

You must apply before the student stops going to school during the year, or **by 31 December** in the year of study if the student is at school all year. Claims received after this date cannot normally be approved.

The sooner you apply, the sooner you can be paid.

ABSTUDY Remote Areas question information

Student details

Aboriginality

ABSTUDY is only for Australian Aboriginal and Torres Strait Islander peoples. If there is any doubt about the student's identity as an Australian Aboriginal or Torres Strait Islander, you will be asked to provide proof.

Away from home details

Will the student be living away from home to study in the school year?

Living away from home to study means the student is staying somewhere other than where they normally live. Living away from home as a secondary student means the student is boarding in another person's home, boarding at a hostel or at a boarding school. Secondary students must be approved for one of the away from home reasons listed in question 14.

Why will the student be living away from home?

Travelling Distance rules

A secondary school student meets the travelling distance rules if the distance (by the shortest practicable route) between the student's permanent home and the nearest state school, at which the student is qualified to enrol, is:

- at least 56 kilometres (Rule 1), or
 - at least 16 kilometres, **and** the distance between the student's permanent home and the nearest available transport service to that state school is at least 4.5 kilometres by the shortest practicable route (Rule 2). Rule 2 also applies if the distance between the home and that state school is at least 16 kilometres and there is no transport to that school. If there is no transport service but it would be provided if requested then the distance between the student's permanent home and the transport service to the nearest state school must be at least 4.5 kilometres in order to meet Rule 2.
-

Continued

Where a transport service exists (or would be available upon request) to the nearest state school, the calculation of the distance is based on the route from the permanent home to the nearest transport pick-up point, and then from the pick-up point to the nearest state school. This is the case even if a more direct route is available by private vehicle from home to the school. Where no transport service exists to the nearest state school, the calculation of distance is to be based on the distance from the permanent home to the nearest state school by the most direct route in a private vehicle.

You may be asked to provide the distances to a school transport service and/or nearest state school. Evidence to confirm the distances may also be requested.

Do you want ABSTUDY to help with the student's travel bookings in the school year?

There are restrictions on the payment of Fares Allowance. Secondary students are not normally able to get Fares Allowance for interstate travel. Fares Allowance may be paid where:

- the student's home is near a border and it is more appropriate for them to study at a closer interstate location
- there are no boarding places in your home state or territory, or
- it costs less to travel interstate than to another school in the same state or territory.

If you have a sibling attending an interstate school and they are approved for interstate travel based on cost effectiveness, Fares Allowance can be approved for you to attend the same school.

If the student requires assistance with travel and is boarding at a school or hostel, contact your school to arrange travel with us once your claim has been granted. If boarding privately, contact us on **1800 132 317** to lodge a travel request.

From 1 July 2019, a Safe Travel Plan is a mandatory requirement for all students under 18 years of age. Safe Travel Plans help to make sure students travel safely and as planned by allowing the school, in consultation with the boarding provider and the student's parent(s)/guardian(s), to organise the student's travel and plan for any disruptions throughout the journey.

Safe Travel Plans provide the school, boarding provider, parent(s)/guardian(s) and student with clear instructions on what to do and who to contact if something unexpected occurs.

The student's school, in consultation with the student's parent(s)/guardian(s), and boarding provider, if applicable, is responsible for developing the Safe Travel Plan.

Health Care Card

ABSTUDY Living Allowance customers will automatically qualify for a Health Care Card.

If you receive other ABSTUDY payments you may qualify for a Low Income Health Care Card.

For more information about a Low Income Health Care Card, go to servicesaustralia.gov.au/lic

Definitions

A **parent/guardian** is:

- the natural or adoptive parent with whom the ABSTUDY student lives – if the parent is a member of a couple, also include their partner
- any other person on whom the ABSTUDY student is wholly or substantially dependent.

If neither of the above applies, the parent/guardian is the natural or adoptive parent with whom the ABSTUDY student last lived.

Step parent

A step parent's income is included if:

- the step parent is the parent's partner
- the step parent lives with the parent, and
- the ABSTUDY student's permanent home is the same as the home of the parent and step parent.

The ABSTUDY student may occasionally live away from that home for temporary absences and still be assessed on their parent/step parent's income.

Continued

Definition of a partner

If you have a partner, we generally consider you a member of a couple. Under ABSTUDY policy, we consider you a member of a couple if you are either:

- married
- in a registered relationship
- in a de facto relationship.

We may still consider you a member of a couple if you are not physically living with your partner. For example, your partner may fly-in fly-out or live away for work, like military or oil rig workers.

For more information, go to servicesaustralia.gov.au/moc

Parent(s)/guardian(s) details

Parental Income Test

The Parental Income Test includes:

- taxable income plus fringe benefits received from employers
- income from outside Australia
- net investment losses, including negative gearing from property and shares
- reportable superannuation contributions
- tax free pensions and benefits.

You may be exempt from the Parental Income Test if your parent(s)/guardian(s) is/are:

- receiving a pension, benefit, allowance or ABSTUDY Living Allowance (excluding Family Tax Benefit, Child Care Subsidy, Carer Allowance or Mobility Allowance)
- holder(s) of a Health Care Card due to receiving a maximum rate of Family Tax Benefit Part A.

The waiving of the Parental Income Test lasts for as long as the above circumstances apply.

The BASE tax year

An assessment is normally based on the parental income for the BASE tax year.

The BASE tax year is the financial year ending before 1 January of the year of study.

A CURRENT tax year assessment

If you are completing this form between September and December, you will need to provide information for both the BASE tax year and the CURRENT tax year. An assessment can be based on the CURRENT tax year where there has been a substantial decrease in parental income that is likely to continue for at least 2 years.

You will need to apply for a CURRENT tax year assessment for this reason and documentation is usually required. Estimates of income may be acceptable until a Notice of Assessment is available.

A CURRENT tax year assessment may also be applied where parental income for the financial year immediately following the BASE tax year exceeds the BASE tax year income by more than 25%. This assessment applies from 1 October.

Refer to the appropriate year of payment listed below to work out the appropriate tax year:

The year of payment (calendar year)	The appropriate BASE tax year (1 July to 30 June)	The appropriate CURRENT tax year (1 July to 30 June)
2019	2017–18	2018–19
2020	2018–19	2019–20
2021	2019–20	2020–21
2022	2020–21	2021–22

If a claim is being lodged for a dependent student or Australian Apprentice between September and December of the study year being claimed, parental income details for the CURRENT tax year should also be provided (in addition to those for the BASE tax year). If the dependent student or Australian Apprentice will be continuing study or an Apprenticeship next year, providing parental income details for the CURRENT tax year on this form will help us more quickly assess the eligibility of the student or Australian Apprentice for next year as well.

Proof of income

If you have a Notice of Assessment issued by the Australian Taxation Office, a copy of this must be provided as proof of income. However, if it has not been issued or is not available, or you have additional income, you should discuss this with us. You may be able to verify your income by providing a full income tax return and payment summaries or a letter from your employer(s) which must have the employer's name and address on them.

Reportable fringe benefits

Employer provided benefits (fringe benefits) received from an employer are counted as income under the Parental Income Test.

Your parent(s)/guardian(s) must tell us the amount of any exempt fringe benefits received from an employer who is a not for profit organisation and any other reportable fringe benefits.

Examples of reportable fringe benefits provided by employers:

- helping pay rent or a home loan
- providing a car
- paying health insurance premiums
- paying child care expenses.

An employer's contribution to a complying superannuation fund is not a fringe benefit.

The value of any reportable fringe benefits will be recorded on your parent(s)/guardian(s) payment summary for the financial year ending 30 June. Your parent(s)/guardian(s) can ask their employer to tell them the amount that is expected to be shown on their payment summary.

Exempt fringe benefits

Exempt fringe benefits are any reportable fringe benefits received from not for profit organisations eligible for a fringe benefits tax exemption under section 57A of the *Fringe Benefits Tax Assessment Act 1986*.

Other reportable fringe benefits

Any reportable fringe benefits received from all other employers that are not eligible for a fringe benefits tax exemption.

Net investment losses

Net investment losses include net losses from rental property (negative gearing) and non-property income investments such as shares. Investment income include taxable and tax-exempt interest, dividends and rental income. The value of such losses is added back to parental income for the Parental Income Test.

Reportable superannuation contributions

Reportable superannuation contributions are counted as part of parental income and include discretionary employer superannuation contributions (such as voluntary salary sacrificed amounts) paid by your parent(s)/guardian(s) or on their and, for the self-employed, total superannuation contributions which will be claimed as a tax deduction.

If your parent's/guardian's are affected they must provide their payment summary or personal income tax return that shows the contribution.

Continued

Tax free pensions and benefits

Tax free pensions and benefits are certain non-taxable pensions or benefits received in the relevant tax year from Services Australia, the Department of Veterans' Affairs or the Military Rehabilitation and Compensation Commission. It includes Disability Support Pension, Carer Payment or Wife Pension and similar pensions or benefits. It does not include Family Tax Benefit, Child Care Subsidy, Carer Allowance and Mobility Allowance.

Maintenance Income (including child support)

Maintenance paid out for any dependent children is deducted from the combined parental income for the Parental Income Test.

Maintenance income for the upkeep of a child or partner maintenance can include any of the following:

- cash
- lump sum payments and non-cash amounts
- utilities charges
- school fees
- other payments made on behalf, or for the benefit, of the child.

The Maintenance Income Test

The Maintenance Income Test may be applied where maintenance is received for dependent children 16 years of age or older.

Maintenance your parent(s)/guardian(s) receive for any dependent children is included in the Maintenance Income Test. Your parent(s)/guardian(s) will need to supply details of any maintenance they receive.

Farm Household Allowance

Farm Household Allowance (FHA) is a payment to assist farming families who are experiencing difficulties in meeting family and personal living expenses.

A person may get FHA if they are a qualifying farmer or partner of a farmer.

For more information about FHA, go to servicessaustralia.gov.au/rural or call us on **132 316**.

While a parent/guardian of a dependent ABSTUDY customer is in receipt of FHA, the parental income test is not applicable.

Other dependent children

Other dependent children who are in your parent(s)/guardian(s) care may be taken into account for the Parental Means Test, to make sure the effect of the test is divided across all children in the family. These children are included in what is called the ABSTUDY customer's family pool.

Other dependent children includes children in your parent(s)/guardian(s) care if:

- the child is being paid one of the following payments as a dependent (that is their payment is also subject to the Parental Means Test):
 - Youth Allowance (YA)
 - ABSTUDY Living Allowance or School Fees Allowance
 - Assistance for Isolated Children (AIC) Additional Boarding Allowance, or
- the child meets the definition of a Family Tax Benefit (FTB) child (that is they are 0 to 19 years of age and if 16 to 19 years of age, they are studying at secondary school). If there is a shared care arrangement in place for the child, this will also be taken into account.

Example: Taylor is a dependent 19 year old who lives away from home to study a Bachelor of Nursing at university. Taylor's parents earn \$120,000 per year. If Taylor was an only child, she would not be eligible for ABSTUDY because of her parents' income. However, as Taylor has a younger brother who is also receiving ABSTUDY, Taylor is able to receive ABSTUDY, and, if applicable, Rent Assistance and a Relocation Scholarship.

It is important to let us know when your family circumstances change, to make sure you are receiving the correct rate of payment.

Continued

Rent Assistance

Rent paid by your parent(s)/guardian(s) may be included in the family pool which forms part of the Parental Income Test. It may increase the rate of payment you receive.

If your parent(s)/guardian(s) are paying rent but not receiving Rent Assistance from us, then their rental details will need to be verified.

Tax details

Tax file number exemptions

The following ABSTUDY customers do not have to give us their tax file number:

- a student/Australian Apprentice who is under 16 years of age
- a student/Australian Apprentice, parent/guardian or partner who receives a pension or Special Benefit from us or certain pensions from the Department of Veterans' Affairs
- a parent/guardian or partner who is temporarily outside Australia
- a parent who lives permanently outside Australia and does not earn income in Australia
- a parent/guardian or partner who is required to attend traditional ceremonies at the time the form is lodged
- a student/Australian Apprentice, parent/guardian or partner whose physical safety is at risk from another person and the risk would be increased by disclosure of a tax file number, or
- a student/Australian Apprentice, parent/guardian or partner who has lost all records of their tax file number because of fire or flood damage to their home in the 6 months before applying for ABSTUDY.

If you think any of these situations apply to you, provide a note with your form. But remember, you must give your tax file number when you return from outside Australia or after attending the traditional ceremony.

How to get a tax file number

There is a special tax file number application/enquiry form for an Aboriginal or Torres Strait Islander.

You can get this form from us or the Australian Taxation Office.

To get a tax file number you will have to confirm your identity.

For more information, call the Australian Taxation Office indigenous helpline on **131 030**.

Someone to deal with us on your behalf

You can choose another person or organisation to deal with us on your behalf for your Centrelink payments and services.

You can authorise them to enquire, act or get payments for you.

If you want someone to deal with us on your behalf, complete the ***Authorising a person or organisation to enquire or act on your behalf (SS313)*** form.

If you do not have this form, or want more information, go to servicesaustralia.gov.au/nominees

Changes you must tell us about

When to contact us

You must tell us when things change to avoid getting a debt. If you do not tell us when a change occurs (for example, you are paid income, or you provide false or misleading information), you have to pay all or some of the money back.

After you claim ABSTUDY, you must tell us **within 14 days** if any of your circumstances change.

All changes in circumstances you must tell us about can be found at servicessaustralia.gov.au/notifychanges

To advise of changes, call us on **1800 132 317**.

Other payments, concessions and help

If you get a payment, there are other payments, concessions and help you may be eligible for.

For more information, go to servicessaustralia.gov.au/servicefinder

Centrepay

Centrepay allows customers to have regular amounts deducted from their income support payment for various purposes such as gas, rent, water, rates and electricity. Participation in the scheme is voluntary and customers may withdraw from the scheme at any time. This service is provided free of charge.

Community Engagement Officers

Community Engagement Officers may be able to visit you if you are homeless, living in a hostel or refuge, suffering from a mental illness, or fleeing from domestic violence. Community Engagement Officers can tell you about our payments and services and help you access these services. They provide services in locations like rehabilitation centres, psychiatric hospitals, prisons, hostels, drop-in centres.

Deductions of child support payments

All child support payers, who do not have the child in care for at least 14% of the time, will have to pay child support. There is a minimum amount of child support payments that can be deducted from your income support payment.

If the child support payer owes child support or has children from 3 or more previous relationships then up to 3 times the minimum rate can be deducted per fortnight from income support payments, including recipients of Youth Allowance (including Youth Allowance paid to parent(s)/guardian(s) of a Youth Allowee under 18 years of age).

To alter or cancel a deduction, call us on **131 272**.

Health Care Card

A Health Care Card provides you access to pharmaceutical medications listed under the Pharmaceutical Benefits Scheme at a reduced cost. You **may** also receive other concessions provided by state and territory governments.

Indigenous Services Officers

Indigenous Services Officers are located in most of our service centres. Some of our service centres also have interpreters who speak Aboriginal or Torres Strait Islander languages and teams who visit and help remote communities.

Remote Area Allowance

Remote Area Allowance was introduced as an additional assistance for customers in remote areas. It recognises that many customers who do not pay tax, or very little tax, do not get the full benefit of tax zone rebates. Remote Area Allowance makes a contribution towards some of the costs associated with living in remote areas.

Rent Assistance (ABSTUDY or Youth Allowance)

You may be eligible for Rent Assistance if you rent your accommodation in the private rental market. This includes paying private rent, board or lodging for accommodation in a house, flat or unit, boarding house, hostel or private hotel. It also includes paying ground rent, site fees or mooring fees for a caravan, mobile home or boat that you live in.

Rent Deduction Scheme

The Rent Deduction Scheme allows customers in public housing to have their housing payments (such as rent, loan repayments and arrears) deducted from their income support payment and sent directly to the Housing Authority in their state or territory.

Social Workers

We have professional social workers in our service centres and smart centres throughout Australia. Social workers can offer you personal counselling and support in difficult times, such as domestic and family violence, severe financial hardship, homelessness, loss and bereavement. They can refer you to other services and programs like housing, health, emergency relief, legal and/or counselling services and support groups.



Purpose of this form



This form is for dependent secondary boarding school students from remote communities. It can also be used for dependent students from remote communities who need to board away from home to repeat their final year of primary school before starting secondary schooling.

Returning this form

Check that all required questions are answered and that the form is signed and dated. Return this form and all additional documents to one of our service centres or online by **31 December** of the study year. You can also register an intent to claim ABSTUDY. For more information, see 'Lodgement dates' on page 1 of the **Notes**.

Return this form and any supporting documents:

- **online** (excluding identity documents) using your Centrelink online account. For more information, go to servicesaustralia.gov.au/centrelinkuploaddocs
- by post to:
 - Services Australia
 - Student Services
 - PO Box 7804
 - CANBERRA ACT 2610
- in person at one of our service centres.

Office use only				Date stamps			
Customer Reference Number—Applicant	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			
Customer Reference Number—Student	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>			
Date received by community agent, institution (DD MM YYYY)	<input type="text"/>	<input type="text"/>					
Date accepted (DD MM YYYY)	<input type="text"/>	<input type="text"/>					
Date received in processing office (DD MM YYYY)	<input type="text"/>	<input type="text"/>					
Logon ID	<input type="text"/>			Assessor's signature			
				<input type="text"/>			
Logon ID		<input type="text"/>		Date (DD MM YYYY)		<input type="text"/>	

Filling in this form

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this Go to 1 skip to the question number shown.

Student details

1 Read this before answering the following question.

The student is considered to be of Aboriginal or Torres Strait Islander Australian descent, if:

- the student is of Aboriginal or Torres Strait Islander Australian descent, and
- the student identifies as an Aboriginal or Torres Strait Islander Australian, and
- the student is accepted as such by the community in which they live or have lived.

Is the student of Aboriginal or Torres Strait Islander Australian descent?

If the student is of both Aboriginal and Torres Strait Islander Australian descent, tick both 'Yes' boxes.

No  You are not eligible for ABSTUDY, call us on **1800 132 317**.

Yes – Aboriginal Go to next question

Yes – Torres Strait Islander Go to next question

2 The student's Customer Reference Number (if known)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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3 The student's name

Mr Mrs Miss Ms Mx Other

Family name

First given name

Second given name

4 Has the student been known by any other name(s)?

Include:

- name at birth
- name before marriage
- previous married name
- Aboriginal, tribal or skin name
- alias
- adoptive name
- foster name.

No Go to next question

Yes Give details below

1 Other name

Type of name (for example, name at birth)

2 Other name

Type of name (for example, Aboriginal/Islander name)

If you need more space, provide a separate sheet with details.

5 The student's gender

Male

Female

Non-binary

6 The student's date of birth (DD MM YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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 If the student is 15 years of age or younger during the year of study and is living at home, a parent/guardian/carer should complete and return a **Claim for ABSTUDY Schooling A (SY018)** form. If you do not have this form, go to servicessaustralia.gov.au/forms or call us on **1800 132 317**.



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7 The student's permanent address

If the student lives away from home to study, write the address where they live when not studying.

Form with three horizontal lines and a 'Postcode' label at the bottom right.


8 The student's postal address (if different to above)

Form with three horizontal lines and a 'Postcode' label at the bottom right.

9 Do you want another person or organisation to enquire or act on your behalf when dealing with us?

No Go to next question

Yes

 You will need to complete and return an **Authorising a person or organisation to enquire or act on your behalf (SS313)** form. If you want to do this online, use your Centrelink online account. If you want a form or more information about nominee arrangements, go to servicesaustralia.gov.au/nominees

School details

10 What grade will the student be in during the school year (for example, Year 9)?

Text input box for grade.

11 What school will the student be going to in the school year?

Form with three horizontal lines for school name.

12 What date will the student start school in the school year?

If the student does not start on the first day of school, it may affect your ABSTUDY payments.

Form with three boxes for date (DD MM YYYY) and a label '(DD MM YYYY)'.

Away from home details

13 Will the student be living away from home to study in the school year?

No Call us on **1800 132 317** for details.

Yes Go to next question

14 Read this before answering the following question.

You must provide a statement, document or letter as requested in the note following the box you choose. **Your payments cannot start until all information has been provided.**

Indicate below why the student will live away from home

Tick one box beside the statement that best describes why the student will be living away from home.

They must travel for at least 90 minutes (one way) from home to the nearest state school they are able to enrol in.

Give the time spent travelling each way

Text input box for travel time.


Read 'Travelling Distance rules' in the **Notes**, before answering this question.

They meet the travelling distance rule

Which travelling distance rule is met? Rule 1

Rule 2

The student's access from home to the nearest state schools is often disrupted

 Provide a statement from the local Council describing road conditions and the number of times access was not possible during the previous school/academic year.

Their home conditions make study difficult

 Provide a written statement from yourself and at least one supporting statement from an independent authority with first-hand knowledge of your circumstances.

Appropriate schooling cannot be provided at their local state schools


Give the name of the school(s) the student previously attended.

Form with three horizontal lines for school name.


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They have a disability and cannot attend their local state schools

 Provide a medical certificate stating the disability and reason why the local state school cannot be attended (this is not required if an assessment was a requirement of acceptance into a special education institution). Alternatively, you may be eligible for Assistance for Isolated Children (AIC).

They are studying an approved special course that is not available at their local state schools

 Provide a statement from the school confirming the special course enrolment.


Their family moves often because of work

 Provide a statement of your family's recent and expected moves for work.

They have been excluded from attending their local state school

 Provide a letter from the education authority confirming this.

They have been subjected to serious and continuing racial discrimination at their local state school

 Provide a written statement from yourself or another parent/guardian or carer and at least one supporting statement from the school, Indigenous Education Consultative Board (IECB) or their nominee explaining the situation. In the absence of an IECB, an independent representative from the local Indigenous community with an education background should be involved.

They have been awarded an approved scholarship

 Provide a letter from the scholarship provider confirming the details.

They are a school student and applying for continuity of study provisions

Call us on **1800 132 317** for details.

15 Read this before answering the following questions.

If the student requires assistance with travel and is boarding at a school or hostel, contact your school to arrange travel with us once your claim has been granted.
If boarding privately, contact us on **1800 132 317** to lodge a travel request.

Where will the student live while they are studying?

Hostel **Go to next question**

Boarding school **Go to 26**

Boarding privately **Go to 17**

16 What is the name of the hostel where the student will be boarding?

Go to 26

17 Give details of the person providing board

Mr Mrs Miss Ms Mx Other

Family name

First given name

Second given name

18 What is the address where the student will be boarding?

Postcode

19 What is the phone number where the student will be boarding? (including area code)

20 Read this before answering the following questions.

Board means that meals are included in your rent.
Lodgings is the part of your rent that does not include meals.
To be eligible for Rent Assistance, a rent certificate will need to be provided to confirm the amount of board/lodgings being paid. Call us on **1800 132 317** to get a Rent Certificate sent to you.

Is the private board provider charging any money for board and/or lodgings?

No **Go to 26**

Yes **Go to next question**

21 Can you separate the amounts that you pay for board and/or lodgings?

No Total board and lodgings charged per day, week, fortnight, 4 weeks or calendar month
 \$ _____ per _____

Yes Amount paid for board (meals) per day, week, fortnight, 4 weeks or calendar month
 \$ _____ per _____

Amount paid for lodgings (accommodation only) per day, week, fortnight, 4 weeks or calendar month
 \$ _____ per _____

22 Do you want us to pay your board and/or lodgings direct to the private board provider?

No **Go to 26**
 Yes **Go to next question**

23 Do you want to pay any other money direct to the private board provider?

No **Go to next question**
 Yes Give details below
 \$ _____ per fortnight

24 Private board provider account details where payments are to go.

Check with the person providing board that the account and branch numbers you provide are correct. Payments will be delayed if the account number is wrong. It is up to you to give the right number.
 If you are directing your ABSTUDY payments to a boarding school or hostel, you do not need to provide their account details as we will obtain this information direct from the school or hostel.

Name of bank, building society or credit union _____

Branch number (BSB) _____

Account number (this may not be the card number) _____

Account held in the name(s) of _____

25 What date do you want to start the payments to the private board provider?

____ (DD MM YYYY)

ABSTUDY student's Parent(s)/Guardian(s) details

26 Read this before answering the following questions.

Questions 27 to 59 are to be completed by the ABSTUDY student's parent(s)/guardian(s).
 If you would prefer to provide these details on a separate form, call us on **1800 132 317**.
 Your payments cannot start until all of these questions have been answered.

Parent/Guardian

27 Tick **ONE** of the boxes below to tell us about your relationship status right now.

If you have **ever been separated**, give the date that you most recently got back together with your partner

Married Date married or last reconciled with your partner (DD MM YYYY)

 ▶ **Go to 29**

Registered relationship Date registered or last reconciled with your partner (DD MM YYYY) (your relationship is registered under Australian state or territory law)

 ▶ **Go to 29**

De facto Date you started your relationship or last reconciled with your partner (DD MM YYYY) (your relationship is similar to a married couple but you are not married or in a registered relationship)

 ▶ **Go to 29**

Separated Date of last separation (DD MM YYYY) (previously in a marriage, registered or de facto relationship)

 ▶ **Go to 29**

Divorced Date of divorce (DD MM YYYY)

 ▶ **Go to 29**

Widowed Date of partner's death (DD MM YYYY) (previously in a marriage, registered or de facto relationship)

 ▶ **Go to 28**

Never married or lived with a partner **Go to 29**

28 Give the following details about your deceased partner

Full name _____
 Date of birth (DD MM YYYY)

Parent/Guardian

29 Your name

Mr Mrs Miss Ms Mx Other

Family name

First given name

Second given name

30 Your date of birth (DD MM YYYY)

31 Your permanent address

Postcode

32 What is your relationship to the ABSTUDY student named at question 3?

Mother

Father

Other Give details below

33 Did the ABSTUDY student come into your care after 1 January in the year of study?

No Go to next question

Yes Give date (DD MM YYYY)

Parent/Guardian Partner

Only provide the information below if the parent/guardian has a partner during the ABSTUDY student's year of study.

29 Your name

Mr Mrs Miss Ms Mx Other

Family name

First given name

Second given name

30 Your date of birth (DD MM YYYY)

31 Your permanent address

Postcode

32 What is your relationship to the ABSTUDY student named at question 3?

Mother

Father

Other Give details below

33 Did the ABSTUDY student come into your care after 1 January in the year of study?

No Go to next question

Yes Give date (DD MM YYYY)

38 Did you answer 'Yes' at question 35 OR question 37?

No

Only fill in details for the BASE tax year.
You do **not** need to fill in details for the CURRENT tax year.
▶ Go to next question

Yes

You must fill in details for **both** the BASE tax year and the CURRENT tax year.
▶ Go to next question

Parent/Guardian

39 What was/is your taxable income for the relevant tax year?

BASE tax year

\$

CURRENT tax year


\$

40 Have you received your Notice of Assessment (NOA) for the relevant tax year from the Australian Taxation Office (ATO)?

No What is the approximate date your NOA will be available?
(DD MM YYYY)

No What is the approximate date your NOA will be available?
(DD MM YYYY)

Yes


 Provide your NOA

Yes

 Provide your NOA


I am not required to lodge an income tax return.

Provide a reason why you are not required by the ATO to lodge a tax return.

 If you received any income, you will need to provide evidence.

I am not required to lodge an income tax return.

Provide a reason why you are not required by the ATO to lodge a tax return.

 If you received any income, you will need to provide evidence.

Parent/Guardian Partner

39 What was/is your taxable income for the relevant tax year?

BASE tax year

\$

CURRENT tax year


\$

40 Have you received your Notice of Assessment (NOA) for the relevant tax year from the Australian Taxation Office (ATO)?


No What is the approximate date your NOA will be available?
(DD MM YYYY)

No What is the approximate date your NOA will be available?
(DD MM YYYY)

Yes


 Provide your NOA

Yes

 Provide your NOA


I am not required to lodge an income tax return.

Provide a reason why you are not required by the ATO to lodge a tax return.

 If you received any income, you will need to provide evidence.

I am not required to lodge an income tax return.

Provide a reason why you are not required by the ATO to lodge a tax return.

 If you received any income, you will need to provide evidence.

Parent/Guardian

41 Read this before answering the following question.

For more information, read 'Parental Income Test' in the Notes.

During the relevant tax year, did you receive (or expect to receive) any income or make a loss in any of the areas listed below?

No Go to next question

Yes Give details below

BASE tax year

Exempt reportable fringe benefits

\$

Other reportable fringe benefits

\$

Foreign income not already included in question 39

\$

Net investment losses

\$

Reportable superannuation contributions paid by you or on your behalf

\$

Tax free pensions and benefits

\$

CURRENT tax year

Exempt reportable fringe benefits

\$

Other reportable fringe benefits

\$

Foreign income not already included in question 39

\$

Net investment losses


\$

Reportable superannuation contributions paid by you or on your behalf

\$

Tax free pensions and benefits

\$

 You will need to provide your payment summary or your personal income tax return for that year.

42 Read this before answering the following question.

For more information, read 'Parental Income Test' in the Notes.

During the relevant tax year, did you pay or do you expect to pay any maintenance (including child support)?

No

Yes How much did you pay?

\$

CURRENT tax year

No

Yes How much did/do you expect to pay?

\$

Parent/Guardian Partner

41 Read this before answering the following question.

For more information, read 'Parental Income Test' in the Notes.

During the relevant tax year, did you receive (or expect to receive) any income or make a loss in any of the areas listed below?

No Go to next question

Yes Give details below

BASE tax year

Exempt reportable fringe benefits

\$

Other reportable fringe benefits

\$

Foreign income not already included in question 39

\$

Net investment losses

\$

Reportable superannuation contributions paid by you or on your behalf

\$

Tax free pensions and benefits

\$

CURRENT tax year

Exempt reportable fringe benefits

\$

Other reportable fringe benefits

\$

Foreign income not already included in question 39

\$

Net investment losses


\$

Reportable superannuation contributions paid by you or on your behalf

\$

Tax free pensions and benefits

\$

 You will need to provide your payment summary or your personal income tax return for that year.

42 Read this before answering the following question.

For more information, read 'Parental Income Test' in the Notes.

During the relevant tax year, did you pay or do you expect to pay any maintenance (including child support)?

No

Yes How much did you pay?

\$

CURRENT tax year

No

Yes How much did/do you expect to pay?

\$

43 Is the ABSTUDY student 16 years of age or older?

No Go to 47

Yes Go to next question

44 Do you have a child support assessment for the ABSTUDY student?

No Go to next question

Yes Go to 47

45 Read this before answering the following question.

For more information about maintenance arrangements, read 'Parent(s)/guardian(s) details' in the **Notes**.

Do you (and/or your partner) receive any maintenance for the ABSTUDY student?

No Go to 47

Yes Go to next question

46 What is the amount of maintenance you (and/or your partner) receive for the ABSTUDY student per day, week, fortnight, month or calendar year?

\$ _____ per

Date this started (DD MM YYYY)

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47 Read this before answering the following question.

Other dependent children includes children in your or your partner's care if:

- the child is being paid one of the following payments as a dependent (that is their payment is also subject to the Parental Means Test):
 - Youth Allowance (YA),
 - ABSTUDY Living Allowance or School Fees Allowance,
 - Assistance for Isolated Children (AIC) Additional Boarding Allowance, or
- the child meets the definition of a Family Tax Benefit (FTB) child (that is they are 0 to 19 years of age and if 16 to 19 years of age, they are studying at secondary school). If there is a shared care arrangement in place for the child, this may also be taken into account.

Do not include:

- the customer named in question 3 of this form, or
- if the child does not meet one of the criteria of a dependent child.

For more information, refer to 'Other dependent children', in the **Notes**.

Are there any **other dependent children** in your family?

No Go to 56

Yes Go to next question

48 Read this before answering the following questions.

Rent verification is needed to work out the correct rate of payment for the ABSTUDY student. You may not be eligible to receive Rent Assistance from us but you may need to verify the rent you pay. You will need to complete a Rent Certificate if one is sent to you.

Do you (and/or your partner) pay rent?

No Go to 51

Yes Go to next question

49 Do you (and/or your partner) receive Rent Assistance?

No Go to next question

Yes Go to 51

50 How much rent do you (and/or your partner) pay per day, week, fortnight or calendar month?

\$ _____ per

Do not include the ABSTUDY student.

Child 1

51 Dependent child's details

Family name

First given name

Date of birth (DD MM YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

52 Are you receiving, eligible for, or recently claimed one of these payments for this child:

YA / ABSTUDY / AIC **Go to 55**

Family Tax Benefit, as fortnightly payments **Go to 55**

None of these payments, or claiming Family Tax Benefit as a lump sum **Go to next question**

53 Do you (and/or your partner) share the care of this child with another person?

Do not include school/day care arrangements.

No **Go to 55**

Yes **Go to next question**

54 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be needed before we are able to include them in the calculation of the ABSTUDY student's payment.

What is the percentage of your (and/or your partner's) care of this child?

 %

55 Do you have another dependent child?

No **Go to 56**

Yes **Go to next question, on the next column**

Child 2

51 Dependent child's details

Family name

First given name

Date of birth (DD MM YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

52 Are you receiving, eligible for, or recently claimed one of these payments for this child:

YA / ABSTUDY / AIC **Go to 55**

Family Tax Benefit, as fortnightly payments **Go to 55**

None of these payments, or claiming Family Tax Benefit as a lump sum **Go to next question**

53 Do you (and/or your partner) share the care of this child with another person?

Do not include school/day care arrangements.

No **Go to 55**

Yes **Go to next question**

54 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be needed before we are able to include them in the calculation of the ABSTUDY student's payment.

What is the percentage of your (and/or your partner's) care of this child?

 %

55 Do you have another dependent child?

No **Go to 56**

Yes **Go to next question, on the next page**

Child 3

51 Dependent child's details

Family name

First given name

Date of birth (DD MM YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

52 Are you receiving, eligible for, or recently claimed one of these payments for this child:

YA / ABSTUDY / AIC **Go to 55**

Family Tax Benefit, as fortnightly payments **Go to 55**

None of these payments, or claiming Family Tax Benefit as a lump sum **Go to next question**

53 Do you (and/or your partner) share the care of this child with another person?

Do not include school/day care arrangements.

No **Go to 55**

Yes **Go to next question**

54 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be needed before we are able to include them in the calculation of the ABSTUDY student's payment.

What is the percentage of your (and/or your partner's) care of this child?

 %

55 Do you have another dependent child?

No **Go to 56**

Yes **Go to next question, on the next column**

Child 4

51 Dependent child's details

Family name

First given name

Date of birth (DD MM YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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52 Are you receiving, eligible for, or recently claimed one of these payments for this child:

YA / ABSTUDY / AIC **Go to 55**

Family Tax Benefit, as fortnightly payments **Go to 55**

None of these payments, or claiming Family Tax Benefit as a lump sum **Go to next question**

53 Do you (and/or your partner) share the care of this child with another person?

Do not include school/day care arrangements.

No **Go to 55**

Yes **Go to next question**

54 Read this before answering the following question.


If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be needed before we are able to include them in the calculation of the ABSTUDY student's payment.

What is the percentage of your (and/or your partner's) care of this child?

 %

55 Do you have another dependent child?

No **Go to next question**

Yes  Provide a separate sheet with details.
Go to next question

Payment details

56 Read this before answering the following questions.

Payments cannot be made to a dependent ABSTUDY student until their 16th birthday.

A parent/guardian may choose to receive payments if the student is under 18 years of age.

If you are entitled to payments that are not directed to a third party, where do you want your payment made?

If you are a secondary school student, and are 16 or 17 years of age and dependent on your parent(s)/guardian(s), they can either nominate their account or your account.

The account into which *Go to next question*
another payment is made
(if applicable)

I authorise payments to go
into **the student's account**

Payments are to go into
my account

The bank, building society or credit union account must be in your name. A joint account is acceptable.

Do not include an account used exclusively for funding from the National Disability Insurance Scheme.

Name of bank, building society or credit union

Branch number (BSB)

Account number
(this may not be your card number)

Account held in the name(s) of

Go to 58

57 Name of payment (for example, Family Tax Benefit)

Tax details

58 Read this before answering the following questions.

We need your tax file number **before** payments can start.

If you have a partner and the student is, or will be, 16 years of age or over, we need their tax file numbers as well.

You are not breaking the law if you do not give us your (and your partner's and the student's) tax file number(s), but if you (and your partner and student) do not provide them to us, or authorise us to get them from the Australian Taxation Office, payments may not be made.

In giving us your (and your partner's and the student's) tax file number in relation to this claim you authorise us to use your (and your partner's and the student's) tax file number for other payments including social security payments and services in future where necessary.

Some people do not need to give their tax file number, including a student under 16 years of age. For a full list of exemptions, refer to 'Tax file number details' in the **Notes**.

Have you (and, if relevant, the student and/or your partner) given us your tax file number(s) before?

No *Go to next question*

Not sure *Go to next question*

Yes *Go to 60*

59 Do you (and, if relevant, the student and your partner) have a tax file number?

You

No Call us on **1800 132 317**.

Yes Your tax file number

Your partner

No Call us on **1800 132 317**.

Yes Your partner's tax file number

The student

No Call us on **1800 132 317**.

Yes The student's tax file number

Checklist

- 60** Which of the following forms and documents are you providing with this form?

Where you are asked to supply documents, provide original documents. In some circumstances copies may be accepted as detailed in the below checklist.

If you are not sure, check the question to see if you should provide documents.

Claim for ABSTUDY Schooling A (SY018) form (if you answered Yes at question 6)	<input type="checkbox"/>
Authorising a person or organisation to enquire or act on your behalf (SS313) form (if you answered Yes at question 9)	<input type="checkbox"/>
Copy of a statement, document or letter indicating reason you live away from home (if required at question 14)	<input type="checkbox"/>
Documentary evidence to support the decrease in income (if you answered Yes at question 37)	<input type="checkbox"/>
Your Notice of Assessment issued by the ATO or other evidence of income (if required at question 40)	<input type="checkbox"/>
Your payment summary or personal income tax return or other evidence of income (if required at question 41)	<input type="checkbox"/>
Details of additional dependent children (if you answered Yes at question 55)	<input type="checkbox"/>

Continue ▶

Privacy notice

61 You (and/or your parent(s)/guardian(s)) need to read this

Privacy and your personal information

The privacy and security of your personal information is important to us, and is protected by law. We collect this information so we can process and manage your applications and payments, and provide services to you. We only share your information with other parties where you have agreed, or where the law allows or requires it. For more information, go to servicesaustralia.gov.au/privacy

Declaration

62 Read this before answering the following question.

It is important to read the declaration carefully before you sign it.

Everyone who provides personal information on the claim must sign the declaration.

When you sign it, you are declaring that the information you have provided is true and correct. You are also agreeing to the conditions in the declaration.

If the declaration is not signed, payments will not start.

Declaration of ABSTUDY student (only required if the student is, or will be, 16 years of age or over during the study year)

I declare that:

- I, the student, am of Australian Aboriginal or Torres Strait Islander descent.
- I, the student, identify as an Australian Aboriginal or Torres Strait Islander.
- I, the student, am accepted as such by the community in which I live or have lived.
- the information I have provided in this form is complete and correct

I understand that:

- to retain ABSTUDY, students must attend all classes to the satisfaction of the school.
- I must notify Centrelink of any changes to this information **within 14 days** of the change(s) occurring.
- Centrelink will, from time to time, check with the school nominated on the claim, that the student is enrolled and attending.
- Centrelink can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Signature of ABSTUDY student



Date (DD MM YYYY)

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Continued

Declaration of parent(s)/guardian(s)

I declare that:

- the student is of Australian Aboriginal or Torres Strait Islander descent.
- the student identifies as an Australian Aboriginal or Torres Strait Islander.
- the student is accepted as such by the community in which they live or have lived.
- the information I have provided in this form is complete and correct.

I understand that:

- I, the parent/guardian, am responsible for the payment of any expenses associated with school and board that are not covered by ABSTUDY.
- to retain ABSTUDY, students must attend all classes to the satisfaction of the school.
- I must notify Centrelink of any changes to this information **within 14 days** of the change(s) occurring.
- Centrelink will, from time to time, check with the school nominated on the claim, that the student is enrolled and attending.
- Centrelink can make relevant enquiries to make sure I receive the correct entitlement.
- giving false or misleading information is a serious offence.

Signature of parent/guardian



Date (DD MM YYYY)

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Signature of parent's/guardian's partner



Date (DD MM YYYY)

--	--	--	--	--	--

Read 'Returning this form' on page 1.