

# Information you need to know about your claim for

## 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 the Australian Government Department of Human Services 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.

### For more information

Go to [humanservices.gov.au/abstudy](http://humanservices.gov.au/abstudy) or call us on **1800 132 317** or visit one of our service centres.

If you need a **translation** of any documents for our business, we can arrange this for you free of charge.

To speak to us in languages other than English, call **131 202**.

**Note:** Call charges apply – calls from mobile phones may be charged at a higher rate.

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

**Please keep this Notes Booklet (pages 1 to 8) for your information.**

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## Payments and allowances

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### 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 in 4 instalments at the beginning of each term to help pay for school fees and boarding costs.

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### Family Tax Benefit and ABSTUDY School allowances

#### Students 16 years or over

Family Tax Benefit cannot be paid with ABSTUDY Living Allowance and means tested School Fees Allowance if the student is 16 years or over. You should carefully consider which payment provides you with the best assistance in your particular circumstances.

#### 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.

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### 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*** form (SY018).

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 (Form b)*** form (SY019).

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### 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.

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## ABSTUDY Remote Areas question information

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### 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.

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### 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 he or she normally lives. 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 (via 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 via 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 the student requires assistance with travel and is boarding at a school or hostel, please 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.

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## Health Care Card

### Health Care Card

Children under the age of 16 should generally be covered by their parents' Health Care Card through entitlement to Family Tax Benefit.

ABSTUDY students and Australian Apprentices 16 years or over do not qualify for an automatic Health Care Card, but may be able to qualify for a Low Income Health Care Card. Eligibility for the card is based on your total income over the 8 weeks immediately before your claim is assessed.

You can use the Claim for ABSTUDY Remote Areas form to claim the Low Income Health Care Card, either by requesting your eligibility be automatically assessed after you have been receiving your payment for 8 weeks, or by supplying details of your income for the 8 weeks before the date you lodge your claim. To obtain a Health Care Card you may need to provide identity documents. For a list of acceptable documents, refer to the ***Confirming your identity*** form (SS231). If you do not have this form, go to [humanservices.gov.au/forms](http://humanservices.gov.au/forms)

For more information about the Health Care Card you can obtain a copy of *A Guide to Concession Cards*, by going to [humanservices.gov.au/healthcarecard](http://humanservices.gov.au/healthcarecard) or call us **1800 132 317**.

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## Parent(s)/Guardian(s) details

### Special Assessment

The Parental Income Test is not applied if a parent/guardian receives:

- a pension, income support benefit or allowance from us (but not Family Tax Benefit)
- Farm Household Allowance
- an income-tested pension from the Department of Veterans' Affairs
- ABSTUDY, or Austudy for their own study
- a Health Care Card from us, **or**
- certain other Australian Government payments.

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

### Maintenance Income Test

Young people under 22 years old are considered dependent for ABSTUDY purposes unless they meet one of the independence criteria. Where a person is considered dependent, maintenance received by their parent(s) or guardian(s) is taken into account when determining their rate of payment.

*Continued*

**Maintenance you pay.**

Maintenance paid out is deducted from the combined parental income. Any amounts of maintenance paid out for the costs of raising a child are deducted, as is partner maintenance.

Maintenance in the form of payment of mortgage, utilities charges, school fees and other payments made on behalf, or for the benefit of the custodial parent or the child should be included or deducted from the parental income as applicable.

**Maintenance you receive.**

Maintenance you or your partner receive for any dependent children is included in the Maintenance Income Test. You will need to supply details of any voluntary maintenance you receive. You do not need to supply maintenance income you receive from a child support assessment that has been made by us.

Voluntary maintenance is maintenance received for a child where no child support assessment has been made by us.

Maintenance income can include any of the following:

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

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**Other dependent children**

**Other dependent children in your care**

Other dependent children who are in your 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.

Include the child in your or your partner's care if:

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

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**Tax details**

**How to get a tax file number (TFN)**

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

You can get this form from one of our service centres, Australian Taxation Offices or from the school that you are attending.

To get a TFN you will have to provide confirmation of your identity. When you apply, you should take with you documents such as your:

- confirmation of your identity reference on the **Aboriginal and Torres Strait Islander tax file number application** form
- **Confirmation of your identity – Verification** form (RA010)
- Australian birth certificate
- Australian marriage certificate
- Australian passport (current)
- Australian driver licence – motor vehicle (current), **or**
- educational certificate.

*Continued*

There are other documents you can use. You can find out what you need from one of our service centres or the Australian Taxation Office.

### **Tax file number exemptions**

ABSTUDY customers do not have to give us their TFN if they are:

- a student who is under 16 years of age
- a person who has received a social security payment, Department of Veterans' Affairs (DVA) pension or social security benefit
- a person who is temporarily outside Australia
- a person who is required to attend traditional ceremonies at the time the form is lodged
- a person whose physical safety is at risk from another person and the risk would be increased by disclosure of a tax file number, **or**
- a person who has lost all records of his/her TFN because of fire or flood damage to his/her home in the 6 months before applying for ABSTUDY.

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

## Someone to deal with us for you

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### **Nominees and other arrangements**

Some of our customers have difficulty managing their affairs often because of a disability or illness, problems with reading, writing or understanding information or difficulty handling money.

If you need help dealing with us, a Person Permitted to Enquire (PPE) or Nominee Arrangement is available.

Person Permitted to Enquire arrangements allow you to authorise a person or organisation to make limited enquiries only about your Centrelink record.

A Person Permitted to Enquire is not a Nominee Arrangement.

A Nominee Arrangement authorises a person or organisation to enquire, act and make changes on your behalf and/or receive your payment on your behalf.

If you want to request either of these arrangements, complete the ***Authorising a person or organisation to enquire or act on your behalf*** form (SS313).

If you do not have this form, go to [humanservices.gov.au/nominees](http://humanservices.gov.au/nominees) or call us on **1800 132 317**.

## Changes you must tell us about

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You must tell us within 14 days about events or changes in circumstances affecting your payment. You can tell us by writing, phoning or going into one of our service centres.

The rate of your ABSTUDY payment may need to be adjusted if there are changes in your circumstances.

If you are paid too much allowance because you do not tell us when you are required to do so, we may recover money from you.

### Changes you must tell us about are

#### If the student:

- stops attending school
- is sick or injured and cannot continue study, **or**
- stops living with you and is no longer dependent on you.

#### If you or your partner:

- stop receiving a payment from the Department of Human Services or Department of Veterans' Affairs pension, benefit or allowance, **or**
  - no longer hold a current Health Care Card.
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### Change in address

If you change your address, you should advise us immediately. If mail is returned to us unclaimed, your payments may be stopped.

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## Other payments, concessions and help

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If you receive a payment, there are other payments, concessions and help you may receive.

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### Centrepay

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

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### 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 payments and services and help you access these services. They provide services in locations like rehabilitation centres, psychiatric hospitals, prisons, hostels, drop-in centres.

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### Family assistance

Family Tax Benefit helps with the cost of raising children. It is made up of 2 parts: Family Tax Benefit Part A and Family Tax Benefit Part B.

Family Tax Benefit Part A is paid for each child. The amount you get is based on your family's circumstances.

If you or your partner has given birth or adopted a child, you may receive an increase to your Family Tax Benefit Part A called Newborn Upfront Payment and Newborn Supplement.

Family Tax Benefit Part B gives extra help to single parents, non-parent carers (including grandparents) and couples with one main income earner.

Child support and family assistance are closely linked. If you receive child support and Family Tax Benefit, the child support you receive will be considered when we calculate your Family Tax Benefit payment.

Family Tax Benefit is income tested.

Your income estimate must include your and your partner's (if you have one) adjusted taxable income, including any income support payments you may receive (e.g. Parenting Payment, Newstart Allowance, Disability Support Pension).

For more information, go to [humanservices.gov.au/families](https://humanservices.gov.au/families)

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## Other payments, concessions and help • *continued*

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<b>Financial Information Service Officers</b>	Financial Information Service (FIS) Officers can give you free, independent information. This will help you understand investments and how they work, and help you make better financial decisions.
<b>Health Care Card</b>	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.
<b>Helpful web addresses</b>	<p><b><a href="http://youth.gov.au">youth.gov.au</a></b></p> <p>The Australian Government's Youth Portal – search for programs, services, policies, research, events and publications for and about young people aged 12 to 25 years.</p> <p><b><a href="http://myfuture.edu.au">myfuture.edu.au</a></b></p> <p>An online career exploration and information service to help young people make informed career decisions.</p> <p><b><a href="http://myuniversity.gov.au">myuniversity.gov.au</a></b></p> <p>Information on higher education for students in Australia.</p> <p><b><a href="http://australianapprenticeships.gov.au">australianapprenticeships.gov.au</a></b></p> <p>Information for job seekers, students and employers on the benefits of Australian Apprenticeships and how they work.</p> <p><b><a href="http://jobguide.education.gov.au">jobguide.education.gov.au</a></b></p> <p>An in-depth look at a range of occupations and how to get the training or education you need for them. There is also information about how to choose an occupation based on your skills and abilities.</p>
<b>Indigenous Services Staff</b>	Indigenous Services Staff 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.
<b>Remote Area Allowance</b>	Remote Area Allowance was introduced as an additional assistance for our 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.
<b>Rent Assistance</b>	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 in which you live.
<b>Social Workers</b>	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.



**centrelink**

## 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.

## Filling in this form

- Please use black or blue pen.
- Print in BLOCK LETTERS.
- Mark boxes like this  with a ✓ or ✗.
- Where you see a box like this  **Go to 5** skip to the question number shown. You do not need to answer the questions in between.

## Returning your 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 Booklet**.

You can return this form and any supporting documents:

- online – submit your documents online (excluding identity documents). For more information about how to access an Online Account or how to lodge documents online, go to [humanservices.gov.au/submitdocumentsonline](http://humanservices.gov.au/submitdocumentsonline)
- by post – return your documents by sending them to:
 

**Department of Human Services**  
**Student Services**  
**Reply Paid 7804**  
**Canberra ACT 2610**
- in person – if you are unable to submit this form and any supporting documents online or by post, you can provide them in person to one of our service centres.

Office use only			
Centrelink Reference Number—Applicant	<input style="width: 100%;" type="text"/>	– <input style="width: 100%;" type="text"/>	– <input style="width: 100%;" type="text"/>
Centrelink Reference Number—Student	<input style="width: 100%;" type="text"/>	– <input style="width: 100%;" type="text"/>	– <input style="width: 100%;" type="text"/>
Date received by community agent, institution, etc.	<input style="width: 100%;" type="text"/>		
Date accepted	<input style="width: 100%;" type="text"/>		
Date received in processing office	<input style="width: 100%;" type="text"/>		
Logon ID	<input style="width: 100%;" type="text"/>		
			<div style="border: 1px solid black; height: 80px; width: 100%;"></div> <p style="margin-top: 5px;">Assessor's signature</p> <div style="border: 1px solid black; height: 40px; width: 100%;"></div>
		Logon ID	Date
		<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Student details

Give the ABSTUDY student's details in questions 1 to 8.

- 1 Is the student of Aboriginal or Torres Strait Islander Australian origin, that is:
- 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?

If the student is of both Aboriginal and Torres Strait Islander Australian origin, please 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 name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

- 3 Has the student ever used or been known by any other name (e.g. maiden name, previous married name, skin/clan/tribal name, name at birth, alias, adoptive name, foster name)?

No  *Go to next question*

Yes  Give details below

- 1 Other name

Type of name (e.g. name at birth)

- 2 Other name

Type of name (e.g. Aboriginal/Islander name)

If the student has more than 2 other names, attach a separate sheet with details.

- 4 The student's gender

Male

Female

- 5 The student's date of birth



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 a **Claim for ABSTUDY Schooling A** form (SY018). If you do not have this form, go to [humanservices.gov.au/forms](http://humanservices.gov.au/forms) or call us on **1800 132 317**.

- 6 The student's permanent address

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

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Postcode

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

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Postcode

- 8 The student's Centrelink Reference Number (if known)

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- 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 attach an **Authorising a person or organisation to enquire or act on your behalf** form (SS313). If you do not have this form or want more information about nominee arrangements, go to [humanservices.gov.au/nominees](http://humanservices.gov.au/nominees)



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School details

Give the ABSTUDY student's school details in questions 10 to 12.

10 What grade will the student be in during the school year (e.g. Year 9)?

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

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

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

Away from home details

Give the ABSTUDY student's away from home details in questions 13 to 25.

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 Please read this before answering the following question.

You must attach a statement, document or letter as requested in the note following the box ticked.

**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.

He or she must travel for at least 90 minutes (one way) from home to the nearest state school he or she is able to enrol in.

Give the time spent travelling each way

Please read *Travelling Distance rules* in the **Notes Booklet** before answering this question.


He or she meets 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.

His or her home conditions make study difficult

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


Appropriate schooling cannot be provided at his or her local state schools

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


*Continued*

14 *Continued*


He or she has a disability and cannot attend his or her 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).


He or she is studying an approved special course that is not available at his or her local state schools

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


His or her family moves often because of work

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


He or she has been excluded from attending his or her local state school

 Provide a letter from education authority confirming this.

He or she has been subjected to serious and continuing racial discrimination at his or her local state schools

 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.

He or she has been awarded an approved independent school scholarship

 Provide a letter from the school confirming the scholarship and evidence of the involvement of the Indigenous Education Consultative Board (IECB) or their nominee.

He or she is a school student and applying for continuity of study provisions

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

15 **Please read this before answering the following questions.**

**Note:** If the student requires assistance with travel and is boarding at a school or hostel, please 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?

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**Go to 26**

17 Give details of the person providing board.

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

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

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 Postcode

19 What is the phone number where the student will be boarding?

20 **Please 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.

**Note:** to be eligible for Rent Assistance, a rent certificate will need to be provided to confirm the amount of board/lodgings being paid. A rent certificate can be issued by contacting ABSTUDY on **1800 132 317**.

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 Bank Account details

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.

Please provide account details

Name of bank, building society or credit union \_\_\_\_\_

Branch where the account is held \_\_\_\_\_

Branch number (BSB) \_\_\_\_\_

Account number (this may not be the card number) \_\_\_\_\_

Account held in the name(s) of

\_\_\_\_\_  
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\_\_\_\_\_

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

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Health Care Card

Give the ABSTUDY student's details for a Health Care Card in questions 26 to 28.

26 Please read this before answering the following question.

Children under the age of 16 years should generally be covered by their parents' Health Care Card through entitlement to Family Tax Benefit.

For more information about the Health Care Card, you can obtain a copy of A Guide to Concession Cards from [humanservices.gov.au/healthcarecard](http://humanservices.gov.au/healthcarecard) or call us on **1800 132 317**.

Will the student require a Health Care Card?

Full-time students 16 years of age or over receiving ABSTUDY are not **automatically** entitled to a Health Care Card, but may qualify for a Low Income Health Care Card.

You may wish to consider the 'Yes' option.

No  **Go to 29**

Yes  We will assess your eligibility for a Health Care Card once you have been receiving ABSTUDY for 8 weeks. If your situation changes and you need a Health Care Card sooner, you are still able to lodge a claim at that time.

▶ *Go to next question*

27 Will the student have an **immediate** need for a Health Care Card?

No  **Go to 29**


Yes  *Go to next question*

28 Did the student earn any income from employment during the past 8 weeks?

**Include:**

- income from work
- payments from government departments other than us
- income from boarders or lodgers who live with you
- income from self-employment
- income from annuities
- regular gifts
- foreign income.

No  *Go to next question*

Yes   You will need to provide copies of documents which show income for the past 8 weeks (e.g. payslips for the past 8 weeks or a letter from the employer stating gross wages for the past 8 weeks).

**Note:** Letters and payslips must have the employer's name and address on them.

▶ *Go to next question*

**29 Please read this before answering the following questions.**

Questions 30 to 54 are to be completed by the 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**

**30 Please read this before answering the following question.**

We recognise both opposite-sex and same-sex relationships.  
This includes de facto relationships and relationships registered under state or territory law.  
Select **ONE** option below that best describes your current relationship status.

What is your **CURRENT** relationship status?

**Married**  **Go to 31**

**Registered relationship**  **Go to 31**  
*(opposite-sex or same-sex relationship registered under state or territory law)*

**Partnered**  **Go to 32**  
*(living together in an opposite-sex or same-sex relationship, including de facto)*

**Separated**  **Go to 33**  
*(previously lived with an opposite-sex or same-sex partner, including in a marriage, registered or de facto relationship)*

**Divorced**  **Go to 33**

**Widowed**  **Go to 34**  
*(previously partnered with an opposite-sex or same-sex partner, including in a marriage, registered or de facto relationship)*

**Never married or lived with a partner**  **Go to 35**

**31** What is your date of marriage or relationship registration?

**Go to 35**

**32** When did you and your partner start living together as a member of a couple?

**Go to 35**

**33** When did you and your partner separate or divorce?

**Go to 35**

**34** Give the following details about your deceased partner

Date of death

**Go to next question**

**Parent/Guardian**

**35** Your name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**36** Your date of birth

/

**37** Your permanent address

-----  
  
-----  
Postcode

**38** What is your relationship to the ABSTUDY student named at question 2?

Mother

Father

Other  Give details below

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

No  Go to next question

Yes  Give date

/

**Parent/Guardian Partner**

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

**35** Your name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**36** Your date of birth

/

**37** Your permanent address

-----  
  
-----  
Postcode

**38** What is your relationship to the ABSTUDY student named at question 2?

Mother

Father

Other  Give details below

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

No  Go to next question

Yes  Give date


/

**Parent/Guardian**

**40** Do you or will you receive:

- a pension, benefit or allowance (including Farm Household Allowance) from us (not Family Tax Benefit), a service or war/defence widow pension from the Department of Veterans' Affairs
- some other Australian Government income support payment, **or**
- ABSTUDY Living Allowance or Austudy?

No

 You will also need to complete and attach a **Parent(s)/Guardian(s) details for the BASE tax year and CURRENT tax year for dependent Youth Allowance or ABSTUDY customers** form (Mod JY)

If you do not have this form, go to **humanservices.gov.au/forms** or call us on **1800 132 317**

▶ *Go to next question*

Yes  Give details below

Name of payment

Your Centrelink Reference Number (if known)

 -  -  - 

Date payment started (if after 1 January)

 /  / 

**41** Please read this before answering the following question.

For more information about voluntary maintenance arrangements, refer to *Maintenance you receive* in the **Notes Booklet**.

Do you receive financial support from a voluntary maintenance arrangement for the ABSTUDY customer named at question 2?

No  **Go to 43**

Yes  *Go to next question*

**42** What is the amount of maintenance you receive for this child per day, week, fortnight, month or calendar year?

 \$  per

Date this started


 /  / 

**Parent/Guardian Partner**

**40** Do you or will you receive:

- a pension, benefit or allowance (including Farm Household Allowance) from us (not Family Tax Benefit), a service or war/defence widow pension from the Department of Veterans' Affairs
- some other Australian Government income support payment, **or**
- ABSTUDY Living Allowance or Austudy?

No

 You will also need to complete and attach a **Parent(s)/Guardian(s) details for the BASE tax year and CURRENT tax year for dependent Youth Allowance or ABSTUDY customers** form (Mod JY)

If you do not have this form, go to **humanservices.gov.au/forms** or call us on **1800 132 317**

▶ *Go to next question*

Yes  Give details below

Name of payment

Your Centrelink Reference Number (if known)

 -  -  - 

Date payment started (if after 1 January)

 /  / 

**41** Please read this before answering the following question.

For more information about voluntary maintenance arrangements, refer to *Maintenance you receive* in the **Notes Booklet**.

Do you receive financial support from a voluntary maintenance arrangement for the ABSTUDY customer named at question 2?

No  **Go to 43**

Yes  *Go to next question*

**42** What is the amount of maintenance you receive for this child per day, week, fortnight, month or calendar year?

 \$  per

Date this started

 /  /



**43 Please read this before answering the following question.**

**Include** the child in your or your partner's care if:

- one of the following payments is being paid, or will be claimed, as a dependent (i.e. their payment is also subject to the Parental Means Test):
  - Youth Allowance (YA)
  - ABSTUDY Living Allowance or School Fees Allowance, **or**
- Assistance for Isolated Children (AIC) Additional Boarding Allowance, **or**
- they meet the definition of a Family Tax Benefit (FTB) child (i.e. they are aged 0–19 years old, and, if aged 16–19, in 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 2 of this form, **or**
- if the child does not meet one of the criteria of a dependent child.

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

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

No  **Go to 51 on page 12**

Yes  **Go to next question**

### Child 1

**44** Dependent child's details

Family name

First given name

Date of birth

**45** Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 50**

Family Tax Benefit, as fortnightly payments  **Go to 50**

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

**46** 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 50**

Yes  **Go to next question**

**47 Please 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 required before we are able to include them in the calculation of the ABSTUDY customer's payment.

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

**48** Do you (and/or your partner) receive financial support from a voluntary maintenance arrangement for this child?

No  **Go to 50**

Yes  **Go to next question**

**49** What is the amount of maintenance you (and/or your partner) receive for this child per day, week, fortnight, month or calendar year?

Date this started

**50** Do you have another dependent child?

No  **Go to 51 on page 12**

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

## Child 2

### 44 Dependent child's details

Family name

First given name

Date of birth

### 45 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 50**

Family Tax Benefit, as fortnightly payments  **Go to 50**

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

### 46 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 50**

Yes  **Go to next question**

### 47 Please 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 required before we are able to include them in the calculation of the ABSTUDY customer's payment.

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

### 48 Do you (and/or your partner) receive financial support from a voluntary maintenance arrangement for this child?

No  **Go to 50**

Yes  **Go to next question**

### 49 What is the amount of maintenance you (and/or your partner) receive for this child per day, week, fortnight, month or calendar year?

\$  per

Date this started

### 50 Do you have another dependent child?

No  **Go to 51 on page 12**

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

## Child 3

### 44 Dependent child's details

Family name

First given name

Date of birth

### 45 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 50**

Family Tax Benefit, as fortnightly payments  **Go to 50**

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

### 46 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 50**

Yes  **Go to next question**

### 47 Please 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 required before we are able to include them in the calculation of the ABSTUDY customer's payment.

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

### 48 Do you (and/or your partner) receive financial support from a voluntary maintenance arrangement for this child?

No  **Go to 50**

Yes  **Go to next question**

### 49 What is the amount of maintenance you (and/or your partner) receive for this child per day, week, fortnight, month or calendar year?

\$  per

Date this started

### 50 Do you have another dependent child?

No  **Go to 51 on page 12**

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

## Child 4

### 44 Dependent child's details

Family name

First given name

Date of birth

### 45 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 50**

Family Tax Benefit, as  **Go to 50**  
fortnightly payments

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

### 46 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 50**

Yes  **Go to next question**

### 47 Please 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 required before we are able to include them in the calculation of the ABSTUDY customer's payment.

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

 %

### 48 Do you (and/or your partner) receive financial support from a voluntary maintenance arrangement for this child?

No  **Go to 50**

Yes  **Go to next question**

### 49 What is the amount of maintenance you (and/or your partner) receive for this child per day, week, fortnight, month or calendar year?

\$  per

Date this started

### 50 Do you have another dependent child?

No  **Go to next question**

Yes



Attach a separate sheet with details.  
**Go to next question**

**51 Please read this before answering the following questions.**

Payments cannot be made to a dependent student until his/her 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?

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

The account into which  **Go to 52**  
another payment from us is  
made (if applicable)

**My parent's account**   
nominated below

**My account** nominated   
below

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

Type of account

Branch where the account is held

Branch number (BSB)

Account number  
(this may not be your card number)

Account held in the name(s) of

**52 Name of payment (e.g. Family Tax Benefit)**

**53 Please 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 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 details in the **Notes Booklet**.

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 55**

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

**You**

No  Please call us on **1800 132 317**.

Yes  Your tax file number

--

**Your partner**

No  Please call us on **1800 132 317**.

Yes  Your partner's tax file number

--

**The student**

No  Please call us on **1800 132 317**.

Yes  The student's tax file number

--

**55** Which of the following forms, documents and other attachments are you providing with this form?

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

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

**Claim for ABSTUDY Schooling A form (SY018)**   
*(if you answered Yes at question 5)*

**Authorising a person or organisation to enquire or act on your behalf form (SS313)**   
*(if you answered Yes at question 9)*

Copy of a statement, document or letter indicating reason you live away from home   
*(if required at question 14)*

You may need to provide identity documents.   
*(if you answered Yes at question 26)*  
 there is a list of acceptable documents in the **Confirming your identity form (SS231)**

Copies of documents which show income for the past 8 weeks   
*(if you answered Yes at question 28)*

**Parent(s)/Guardian(s) details for the BASE tax year and CURRENT tax year for dependent Youth Allowance or ABSTUDY customers form (Mod JY)**   
*(if you answered No at question 40)*

Details of additional dependent children   
*(if you answered Yes at question 50)*

**56 IMPORTANT INFORMATION**

**Privacy and your personal information**

Your personal information is protected by law (including the *Privacy Act 1988*) and is collected by the Australian Government Department of Human Services for administrating payments and services. This information is required to assist with your application or claim.

Your information may be used by the Department, or given to other parties: where you have agreed to that; or where it is required or authorised by law (including for the purpose of research or conducting investigations).

You can get more information about the way in which the Department will manage your personal information, including our privacy policy, at [humanservices.gov.au/privacy](http://humanservices.gov.au/privacy)

**57 Please read this before answering the following question.**

It is important to read the statement carefully before you sign it. Everyone who provides personal information on the claim must sign the statement.

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 statement.

**If the statement is not signed, payments will not start.**

**Statement**

**I declare that:**

- I, the student, am of Australian Aboriginal or Torres Strait Islander descent, **and**
- I, the student, identify as an Australian Aboriginal or Torres Strait Islander, **and**
- I, the student, am accepted as such by the community in which I live or have lived, **and**
- 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.
- giving false or misleading information is a serious offence.
- the Australian Government Department of Human Services can make relevant enquiries to make sure I receive the correct entitlement.
- I must notify the Australian Government Department of Human Services of any changes to this information **within 14 days** of the change(s) occurring.
- the Australian Government Department of Human Services will, from time to time, check with the school nominated on the claim, that the student is enrolled and attending.

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

Date

Signature of parent/guardian

Date

Signature of parent's/guardian's partner

Date

**See Returning this form on page 1 of this form.**