



# BURSARY REQUEST FORM

I/We would like to apply for temporary financial assistance with Sapphire Coast Anglican College fees, for the following students:

Student's Names and Classes: \_\_\_\_\_

When completing this form please provide satisfactory evidence of your income, mortgage and / or rent paid. Satisfactory evidence will generally include Payslips, a Centrelink Income Statement and Mortgage and / or Rental documentation.

Household Situation: Number of Adults \_\_\_\_\_ Number of Dependent Children \_\_\_\_\_

Parents / Guardian Names		Parents / Guardian Name _____ Father / Mother / Guardian / Other	Parents / Guardian Name _____ Father / Mother / Guardian / Other	Documents Provided
Gross Income - Personal (Attach last 4 payslips)	A	\$ _____ per week / fortnight / month	\$ _____ per week / fortnight / month	
Gross Income - Centrelink (A current Centrelink Statement, must be supplied with all applications)	B	\$ _____ per week / fortnight / month	\$ _____ per week / fortnight / month	
Gross Income - Other (eg Child Support / Own Business) <i>Attach evidence</i>	C	\$ _____ per week / fortnight / month	\$ _____ per week / fortnight / month	
Rent and / or Mortgage <i>Attach evidence</i> Also advise if the payment being made is greater than the minimum required.	D	\$ _____ per week / fortnight / month	\$ _____ per week / fortnight / month	
Net Income - Total (A + B + C - D)		\$ _____ per week / fortnight / month	\$ _____ per week / fortnight / month	

Please provide any additional details to support the reasons for this Bursary Request Application: \_\_\_\_\_

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Sapphire Coast  
ANGLICAN COLLEGE

Sapphire Coast Anglican College

A.B.N. 651 128120981

2 Max Slater Drive, Bega NSW 2550  
PO Box 994, Bega NSW 2550  
Phone: (02) 6494 7777  
Fax: (02) 6492 5444  
Email: [finance@scac.nsw.edu.au](mailto:finance@scac.nsw.edu.au)  
Web: [www.scac.nsw.edu.au](http://www.scac.nsw.edu.au)

## TERMS AND CONDITIONS

- In the case of a child/ren in a shared custody arrangement, a separate Bursary Application form must be received for each parent/household for assessment.
- Evidence must be provided for all income details supplied.
- A Direct Debit Payment arrangement must be entered into with the College, for the agreed Bursary amount.
- Any Direct Debit Payments that are dishonoured, will incur a \$10 administration fee and the missed payment will be required to be made within one week of the default.
- Students must remain at the College until the end of the school year. If any student is withdrawn, the bursary will automatically be cancelled and all bursaries for that school year will be reversed.
- The parents / guardians listed on page 1 must attend interview/s at mutually convenient time/s with the Business Manager and/or their representative if requested.
- If any details pertaining to this Bursary change during the school year, the College must be notified in a timely manner, so that the bursary may be adjusted accordingly.
- Bursary payments will be calculated so that all fees and charges are finalised by the end of each school year.
- Submission of this Bursary Request Form does not guarantee a successful offer.
- Once a Bursary is approved and offered, the bursary will not commence until the following documents have been submitted to the college office.
  1. A Signed Bursary Agreement
  2. A completed Direct Debit Request Form

I / We have read the Bursary Terms and Conditions above and if offered will accept these terms and conditions.

I / We certify that the above information is correct, and request that Sapphire Coast Anglican College consider approving a bursary for the above student/s to enable them to commence/remain at the College.

I / We would like to make Direct Payments on a ☐ Weekly ☐ Fortnightly basis.

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**All information provided is private and confidential**