



## INFORMATION

The Western Australian Department of Education makes available a student Boarding Away from Home Allowance (BAHA) to families with children who are attending primary and/or secondary school.

The allowance for 2019 for the full year is \$1 791 subject to confirmation that you have received the Commonwealth Government Department of Human Services (Centrelink) Assistance for Isolated Children (AIC) Boarding Allowance or Second Home Allowance for the whole of the year.

The payment is available on a pro-rata basis for those who have only received the AIC allowance for part of the year, but will not be paid for boarding periods covering less than one month.

Applications must be completed annually.

## ELIGIBILITY

The BAHA allowance is only available to parents/guardians who permanently reside in Western Australia, and have qualified for the Commonwealth Government Department of Human Services (Centrelink) (AIC) Boarding Allowance or Second Home Allowance and have children who attend a primary and/or secondary school located in Western Australia and is living away from the primary family residence. Students enrolled full time at a tertiary institution (e.g. TAFE) are not eligible.

To be eligible to receive the BAHA, you must supply proof with your application that you have prior approval from the Department of Human Services (Centrelink) to receive the Assistance for Isolated Children (AIC) Boarding Allowance or Second Home Allowance.

### Confirmation of Eligibility (Important)

The applicant is required to provide a photocopy of a statement/letter for the Assistance for Isolated Children (AIC) Boarding Allowance or Second Home Allowance that you will have received from Centrelink with the application.

The applicant must be the parent/guardian who is legally responsible for the student's care, welfare and development and whose name appears on the AIC advice received from the Department of Human Services (Centrelink).

Applications that do not comply with these requirements will be returned for correction.

From time to time, the Department will conduct random audits to ensure applicants meet the eligibility guidelines.

# 2019 BOARDING AWAY FROM HOME ALLOWANCE

## APPLYING

Please complete the attached application form and return it to the Department of Education as soon as possible along with the supporting documentation which shows your Centrelink AIC Boarding Allowance or Second Home Allowance entitlement.

Please use a separate application form for each student.

## PROCESSING

In early Term 4, we will verify AIC payments for the remainder of the year through the enrolment status of the student with their relevant boarding provider. When this is acknowledged, the payment process commences.

Should your details change at any time during the year, please notify the Department of Education.

## PAYMENTS

Although applications may be submitted earlier in the year please be aware that payments are not made until the fourth term of each year.

In cases where a student attends a Residential College (i.e. Albany, Broome, City Beach, Esperance, Geraldton, Merredin, Moora, Narrogin, Northam); or where a student attends a public WA College of Agriculture (i.e. Cunderdin, Denmark, Harvey, Morawa, Narrogin), the payment will be sent directly to the boarding provider.

Where the student attends another boarding facility, the payment may be sent to either the boarding provider or directly to the parent.

Please indicate your payment preference on the application form. Payment is made subject to all application requirements being met.

## FURTHER INFORMATION

Financial Planning and Resourcing Directorate  
Department of Education  
151 Royal Street  
EAST PERTH WA 6004

Telephone: (08) 9264 4516

Facsimile: (08) 9264 5162

Email: [student.allowances@education.wa.edu.au](mailto:student.allowances@education.wa.edu.au)

**The closing date for applications is  
Friday, 29 November 2019.**



# BOARDING AWAY FROM HOME ALLOWANCE 2019 APPLICATION FORM

**Applications close 29 November 2019**

NOTE: PLEASE RETAIN A PHOTOCOPY OF THIS FORM FOR YOUR RECORDS.

**Please return completed form to:**  
Financial Planning and Resourcing Directorate  
Department of Education  
151 Royal Street  
EAST PERTH WA 6004

### PARENT/GUARDIAN DETAILS

SURNAME	FIRST NAME		
STREET (Residential Address)	SUBURB	POSTCODE	TELEPHONE NUMBER
POSTAL ADDRESS (If different to Residential Address)		EMAIL ADDRESS	

### STUDENT CENTRELINK (AIC) REFERENCE NUMBER

<input type="text"/>	<input type="text"/>	<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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### STUDENT DETAILS

SURNAME	FIRST NAME	YEAR LEVEL	DATE OF BIRTH
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SCHOOL ATTENDING  
**Western Australian College of Agriculture (WACOA) - Denmark**

### BOARDING PROVIDER DETAILS

LENGTH OF BOARDING	BOARDING PROVIDER TYPE	<input type="checkbox"/> Department of Education Residential Colleges <i>i.e.</i> Albany Residential College Broome Residential College City Beach Residential College Esperance Residential College Geraldton Residential College Merredin Residential College Moora Residential College Narrogin Residential College Northam Residential College
<input type="checkbox"/> Full year or <input type="checkbox"/> Term 1 <input type="checkbox"/> Term 2 <input type="checkbox"/> Term 3 <input type="checkbox"/> Term 4	<input type="checkbox"/> Private School <input checked="" type="checkbox"/> WA College of Agriculture <input type="checkbox"/> Rotary Residential College <input type="checkbox"/> Second Home <input type="checkbox"/> Private Boarding	

BOARDING PROVIDER NAME <b>WACOA - Denmark</b>	BOARDING PROVIDER ADDRESS/SECOND HOME ADDRESS <b>South Coast Highway DENMARK WA 6333</b>
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### PAYMENT TO (Please tick)

- Student Attends a Department of Education Residential College (payment will be made directly to the Residential College)
- Student Attends WA College of Agriculture (payment will be made directly to college)
- Boarding Provider
- Parent/Guardian (please provide bank account details below)

### BANK ACCOUNT DETAILS OF PARENT/GUARDIAN (Complete only if Parent/Guardian ticked above)

Payments will only be made by EFT

Account Name:	<div style="border: 1px solid black; padding: 5px; display: inline-block;">Not Applicable</div>
BSB Number: (6 digits)	Account Number: (up to 9 digits)

### PARENT/GUARDIAN DECLARATION

I HAVE ATTACHED AN ENTITLEMENT STATEMENT/LETTER FROM CENTRELINK CONFIRMING I AM RECEIVING THE ASSISTANCE FOR ISOLATED CHILDREN BOARDING ALLOWANCE OR SECOND HOME ALLOWANCE IN 2019.

- The student named is required to board away from home or live in a second home in order to attend a school offering tuition at the appropriate level.
- I am the student's natural parent **OR** the student's legally adoptive parent **OR** another person legally responsible for the student (such as a step-parent or legal guardian) **AND** I am responsible for the student's care, welfare and development.
- I am a permanent resident in Western Australia.
- I will advise the Department of Education of any change in my place of residence or of any other circumstance affecting payment of the allowance.
- The information I have given on this form is true and correct and I understand that action may be taken if false or misleading information is provided.
- I authorise the Department of Human Services (Centrelink) to verify my current benefit status and other pertinent details to gain this entitlement.  
\*Information obtained from the Department of Human Services (Centrelink) will only be used to verify eligibility for BAHA and will remain confidential.

**I DECLARE THE ABOVE TO BE TRUE AND CORRECT AND AM AWARE THAT IT IS AN OFFENCE TO PROVIDE FALSE OR MISLEADING INFORMATION.**

**PARENT/GUARDIAN SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_



CLK2LETTERP XXXXXXXXX

Reference: 111 111 111A

This type of letter must be attached to your application.  
This is a sample document.



Australian Government  
Department of Human Services



Parent Name  
Address  
SUBURB WA POSTCODE

11 January 2019

## Assistance for Isolated Children (AIC)

### Payment on 31/01/2019

Basic Boarding Allowance / Term	<u>\$1,996.02</u>
<b>TOTAL</b>	<b><u>\$1,996.02</u></b>

### Payment on 26/4/2019

Basic Boarding Allowance / Term	<u>\$2,018.20</u>
<b>TOTAL</b>	<b><u>\$2,018.20</u></b>

### Payment on 17/7/2019

Basic Boarding Allowance / Term	<u>\$2,040.38</u>
<b>TOTAL</b>	<b><u>\$2,040.38</u></b>

### Payment on 09/10/2019

Basic Boarding Allowance / Term	<u>\$2,040.38</u>
<b>TOTAL</b>	<b><u>\$2,040.38</u></b>

Information used for calculating your regular payment

Entitlement for 2019: ..... \$ Amount

PAYMENT FOR  
**STUDENT NAME**

### ► Important Information

Continued on the back

### Contact information

If you have any questions about this letter please ring:

**132 318** OR  
**13 1202** for Multilingual Services

Monday — Friday 8.00 am — 5.00 pm  
(Please quote reference number 111 111 111A )



Your local Centrelink Office:



Office Hours:  
Monday to Friday 8.30am — 4.30pm