2016 Income Tested Reduction in School Fees – Policies and Guidelines

Aim
Mary MacKillop College aims to help financially disadvantaged families afford the school fees. Accordingly, the College may consider reducing school fees based on the family gross income.

Who are eligible?
The following families may be considered eligible for reduction in school fees based on income.
  - Refugees
  - Families with income less than $75,000 for the financial year 2014/2015.
  - Families experiencing change of financial circumstances, leading to income less than $75,000.
For the College to establish eligibility, it is very important for families to submit the required documentation and proof of income.

What documentation to submit?
Refugees - Please submit copy of Visa Subclass.
Families with income less than $75,000 - Please submit the following required proof of income no later than end of Term 1, 2016.
  - Tax Return 2014/2015 and Notice of Assessment from the Tax Office
  - 2015 Centrelink Payment Summary
Families with change of financial circumstances - Please submit documentation leading to change of financial circumstances, including proof of income.

Income Assessment by Mary MacKillop College
What income is included or excluded?
The income included or excluded is the same as those used by the Department of Education and Child Development (DECD) for School Card purposes. In certain cases the College at its discretion may deem family gross income.

Income included as part of family gross income when establishing eligibility:
  - gross salaries, wages and allowances from an employer/s
  - taxable Centrelink pensions, benefits and allowances - e.g. Newstart, Parenting Payment, Carer Payment, Austudy
  - non-taxable or tax-exempt pensions, benefits and allowances – e.g. Disability Support Pension
  - gross interest and dividends
  - benefits from the Department of Veterans’ Affairs
  - supplementary income identified in the supplementary tax return
  - reportable fringe benefits
  - foreign income, including pensions and employment
  - self-employment - income from a business or partnership.

Income excluded:
  - family tax benefits parts A and B
  - child maintenance payments
  - totally and permanently incapacitated (TPI) component of veteran’s affairs benefits
  - carer allowance.

Will confidential interview be required?
Yes. Families applying for reduction in school fees based on income will be required to attend an interview with the Director of Business and Finance.
What if families cannot or will not submit the required proof of income to the College?
If families cannot or will not provide the required proof of income to the College, their option is to have their income assessed by DECD by lodging the “2016 School Card Application” no later than end of Term 1 2016. These families may be determined eligible for School Card. Please note that DECD does not give School Card grant to the College and is simply providing the external income assessment service.

Will families be asked to sign a Payment Plan?
Yes. In the spirit of reciprocity, all families who receive any reduction in school fees based on income or School Card will be asked to sign a payment plan using direct debit from bank account or automatic Visa / MasterCard payment.

What to do if combined family gross income is less than $75,000?
1. Complete a Direct Debit Request form or a Credit Card Payment Authority by 15 February 2016. Periodic payment per month should be no less than $75,000/12 of total amount payable or an amount negotiated with us.
2. Choose who will do your income assessment.
   a. If Mary MacKillop College
   - Email to finance@marymackillop.sa.edu.au no later than Term 1 2016 the required proof of income of both parents.
     - Tax Return 2014/15 and Notice of Assessment from the Tax Office
     - Centrelink 2015 Payment Summary
   b. If DECD
   - Lodge the “2016 School Card Application” no later than Term 1 2016.

What we will do?
1. Once we complete your income assessment, we will advise you the reduction in school fees and the corresponding adjustment to the payment plan amount.
2. Once we receive the notification of eligibility for School Card, we will reduce your school fees by $3,000 and adjust the payment plan amount accordingly.

Please note that school fees are reduced based on income or based on School Card eligibility but not both.

Finance Enquiries
Telephone 08 8333 6300
Email finance@marymackillop.sa.edu.au

Mary MacKillop College reserves the right to amend the 2016 Income Tested Reduction in School Fees - Policies and Guidelines.