



College Tuition Financial Assistance

Dear College Parents

Principles

The principles that underpin our tuition fee policy, which are essential for the financial management of the College, are enunciated in the **HASG College Fees Policy** document. Of particular relevance is the College's policy of tuition fee collection in a timely, sensitive, and equitable manner.

Central to the College's policy for enrolment is the issue of accessibility and affordability for those who seek enrolment in HASG College. In this regard, the College has demonstrated willingness to grant Tuition Financial Assistance to certain lower income families or in circumstances of financial hardship (in addition to offering certain scholarships), where such circumstances are clearly warranted and documented.

HASG College has developed and adopted its equitable approach to Tuition Fee Assistance in circumstances of financial hardship while balancing the need to be fair to those parents of the College who pay full tuition fees despite every day financial demands and challenges.

Assistance Eligibility Criteria and Documentation

In determining the financial capacity to pay fees under an Application for Tuition Fee Assistance, each application will be assessed on its own merits, in a sensitive and strictly confidential manner. Applicants must, however, meet eligibility criteria and provide documentation which include:

- details and proof of means-tested Centerlink benefits, such as Unemployment, Family Assistant and Austudy Payments;
- details and proof of other income and expenses, including ATO Assessments, bank statements, pay slips and rent payment slips;
- a family's previous record of fee payment;
- the number of persons in the household earning an income;
- the number of dependents (including adults) in the family.

Consideration will also be taken of any traumatic event within a family that may temporarily reduce their capacity to pay fees such as loss of employment or the death of a providing family member.

Only eligible families will be considered for selection, according to the above criteria and guidelines. Those families which are granted Tuition Financial Assistance will be notified in writing.

Tuition Financial Assistance will be granted to eligible applicants on an annual basis which will expire at the end of the academic year. The assistance will apply to part or all of the compulsory College Tuition Fees, but will not include activities charges.

Applicant's Obligations

Applicants for on-going Tuition Assistance **must re-apply each year** and Tuition Financial Assistance will be reviewed by the College taking into consideration various factors including:

- any changes to the financial status of the Applicant family, which changes the family is obliged to fully inform the College in a timely manner;
- the information provided under the Application being complete and accurate;
- satisfactory academic achievement and participation by the student(s) receiving Assistance;
- the degree to which the recipient family members avail themselves to volunteering to College activities such as: Library, Canteen, Working Bee, Parents Committee, Home Room Mother or Father, Sub-committee, etc.

It is an essential condition of any agreement to grant Tuition Fee Assistance that the agreement be honoured. Any reduced Tuition Fee under this policy will be paid by direct debit authority from a nominated account in agreed periodic payments.

HASG College is confident that those families and their children who receive the benefit of this Tuition Financial Assistance will, when the family financial circumstances change or when the recipient has graduated from the College and is financially established, in turn contribute back to the College through its Foundation and scholarships.

Due Date for Applications

Applications for Tuition Financial Assistance must be received by the College Administration by **Thursday 27 February 2009**. Any Application **received after this date will not be considered** unless there are extenuating circumstances.

We thank you for your co-operation.

Yours sincerely

HASG College Board of Directors