

Temporary Resident Program (TRP) Fee Relief Policy

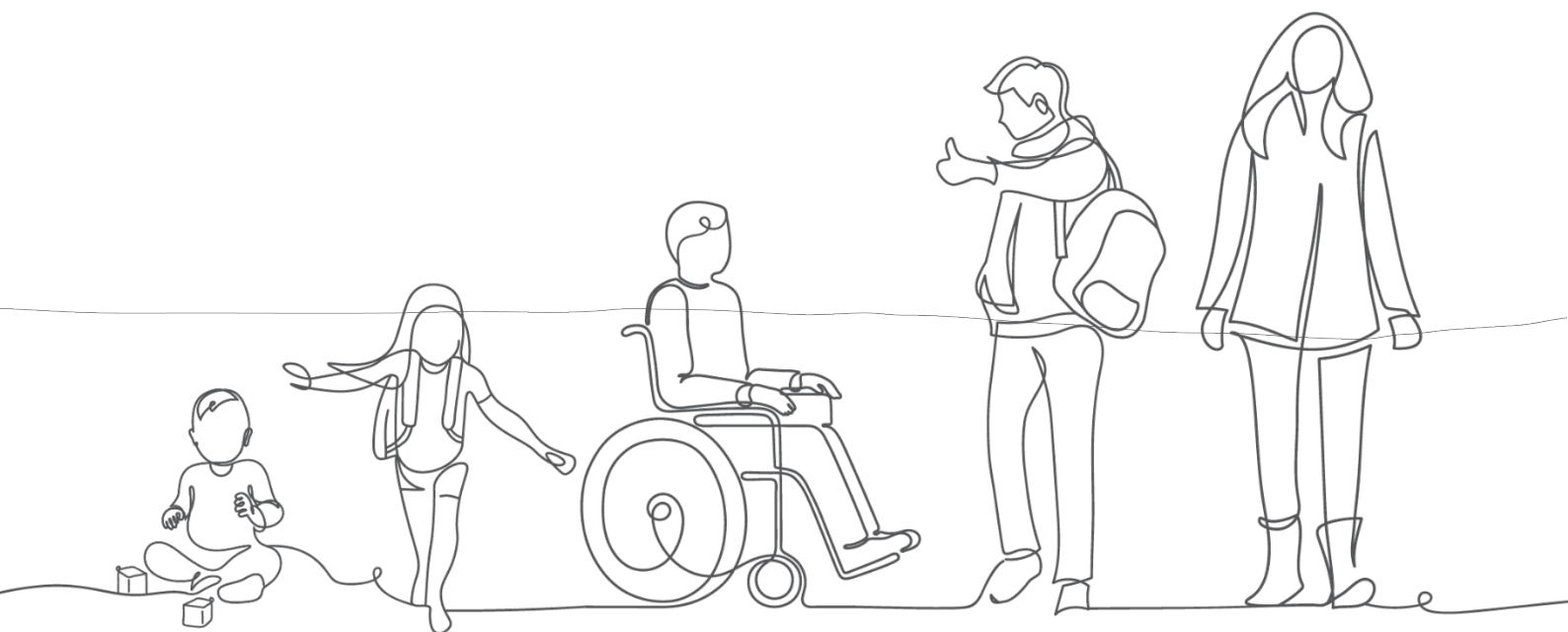


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1 Purpose

The purpose of this policy is to guide Department for Education, Children and Young People (DECYP) officers and applicants in making decisions and applying for fee relief based on financial hardship or compassionate and compelling circumstances. This policy applies to new and continuing enrolments in a Tasmanian Government School. It outlines the guiding principles that inform Government Education and Training International's (GETI) processes for requesting, receiving and processing fee relief applications.

GETI is the business unit within DECYP responsible for administering the Temporary Resident Program (TRP).

2 Policy Statement

This Policy outlines the eligibility criteria and evidence used to assess a TRP tuition fee relief request.

2.1 Fee Relief Approval

A decision to approve fee relief will only be exercised once per academic year.

Applicants must decide when to lodge a fee relief application within the academic year.

2.2 Criteria

Fee relief applies only to future term tuition fees, with one exception: fee relief may apply to current term tuition fees if the applicant is assessed as experiencing compassionate and compelling circumstances.

2.3 Eligibility Criteria

2.3.1 Financial hardship

To be eligible to apply applicants must meet the following conditions:

1. The applicant must be a parent or guardian of a school-aged child who is a temporary resident attending, or about to attend, a Tasmanian Government School in Kindergarten to Year 12; and
2. The applicant must hold an eligible visa; and
3. The applicant's total combined household gross financial support income (pre-tax) must fall below or within the thresholds referred to in [Section 2.10 – Tuition Fee Financial Support Income Threshold Schedule](#); and
4. The applicant must demonstrate financial hardship by supplying documentary evidence to that effect.

2.3.2 Sources of financial support income

Sources of financial support income include, but not limited to, domestic and overseas:

- Income
- Charitable support
- Community support
- Immediate and extended family support
- Church or religious society support

2.3.3 Eligible visas

All temporary fee-payable visa subclasses, excluding:

- Subclass 400 – Temporary Work (Short Stay Specialist)
- Subclass 494 – Skilled Employer Sponsored Regional
- Subclass 500 – Student
- Subclass 600, 601 and 651 – Visitor visas

Applicants on a Bridging Visa from an excluded visa are not considered eligible for fee relief based on financial hardship and must demonstrate compassionate and compelling circumstances.

2.3.4 Financial Support Income Thresholds

Applications can be submitted for tuition fee relief based on financial hardship where financial support incomes fall below or within certain thresholds. The threshold depends on how many children (dependents) live in the home, attend a Tasmanian Government School and are subject to tuition fees. (Please refer to [Section 2.10 – Tuition Fee Relief Family Support Income Threshold Schedule](#))

2.3.5 Compassionate and Compelling Circumstances

Decisions concerning the existence of compassionate and compelling circumstances are assessed on the relevant facts and circumstances of each case.

To be eligible to apply for TRP tuition fee relief, the applicant:

1. must hold an eligible visa; and
2. must demonstrate compassionate and compelling circumstances and supply documentary evidence to that effect (see section 2.4.2 below)

Eligible visas

All temporary fee-payable visa subclasses, excluding:

- Subclass 600, 601 & 651 – Visitor visas

Applicants on a Bridging Visa from an excluded visa are not considered eligible for fee relief based on compassionate and compelling circumstances.

Circumstances considered to be 'compassionate and compelling' may include, but are not limited to:

- a parent losing their job (other than resigning or retiring)
- bereavement of close family members such as parents or grandparents
- medical illness or injury of a student or the student's close family member requiring hospitalisation
- the family suffering a loss of financial income support or a business failure due to serious illness
- having to leave home because of an extreme event, including experiencing family violence.

2.4 Evidence

Each tuition fee relief request requires the applicant to supply information and evidence to support their claim. By submitting a request, the applicant consents to GETI confirming any information with any relevant stakeholder eg. employer, landlord, Department of Home Affairs (DHA), Department of State Growth, Australian Taxation Office etc.

Where submitted information is found to be false, misleading or omitted, the application will be declined; moreover, any existing agreement may be cancelled.

Evidence to be assessed includes:

2.4.1 Financial hardship:

1. Payslips covering the most recent three (3) months
2. Profit and Loss documents for business income
3. All bank statements (held in Australia and overseas) covering the most recent three (3) months
4. Declaration and evidence of any other income, including overseas or family financial support, dividends, rent or charity assistance
5. Name, age and school of all dependents living at the residential address

Information requested is for both the applicant and partner/spouse (if there is one).

2.4.2 Compassionate and Compelling circumstances:

When requesting fee relief involving compassionate and compelling circumstances, the applicant must provide the following documentation:

- A written statement detailing compassionate and compelling circumstances involving genuine financial hardship
- A letter from the applicant's most recent employer (or any other party upon which the applicant is financially dependent) detailing the reason for a decline in hours or loss of employment
- Medical documentation where the circumstances are medical-related
- Death certificates, death notices or funeral pamphlets (where applicable)
- A written statement from any other party concerning any other matter the applicant considers relevant.

2.4.3 Additional documentation

- If any additional supporting documentation is requested by GETI, it must be supplied by the due date provided.
- If additional supporting documentation is not provided by the due date (as advised by GETI), the application will be declined.

2.5 Fee relief period

Generally, fee relief is granted for no more than four (4) consecutive terms of schooling at a time.

Cases where fee relief will be granted for fewer than four terms include:

- A change to visa conditions which limits the duration of stay to less than four terms (eg. 408 visa subclass); or
- there is a change in visa conditions that limit the study period.

2.6 Change of visa during an approved fee relief period

- If a period of fee relief has been granted and the student changes to an ineligible visa (for fee relief) during that period, the fee relief period ends on the date the ineligible visa commences.
- If during a period of previously approved fee relief the student's visa changes to a type eligible for 50 percent tuition fees, fee relief is then based on the new rate of fees from the date of the change.

2.7 Processing times for fee relief applications

- New students – Applications are generally assessed within 20 working days if all requested and relevant information is provided. Processing times may vary during peak demand.
- Continuing students – Applications are generally assessed within 30 working days if all requested and relevant information is provided. Processing times may vary during peak demand.

2.8 Re-applying for Fee Relief

2.8.1 Expired Fee Relief Period

When the fee relief period expires (as detailed in the applicant's Fee Relief Approval Letter), the applicant will need to complete a further fee relief application for any future terms for which fee relief might be sought.

2.8.2 Declined Fee Relief Applications

If an applicant's fee relief application is declined (other than for failure to provide supporting documentation), the applicant can re-apply in the future should their financial circumstances materially change.

2.9 Grievances

If an applicant is dissatisfied with a decision, they are encouraged to contact the Associate Director GETI by emailing finance@geti.tas.gov.au and provide details of the grievance. Most concerns can be resolved informally.

If an applicant remains dissatisfied with a decision, they can access a more formal complaints process listed on [DECYP's website](#).

2.10 Tuition Fee Relief Financial Support Income Threshold Schedule

Number of dependent children attending a Tasmanian Government School and subject to fees	Gross Financial Support Income (before tax)	Gross Financial Support Income (before tax)	Gross Financial Support Income (before tax)	Gross Financial Support Income (before tax)	Gross Financial Support Income (before tax)
Tuition Fee Relief	100% Tuition Fee Relief	75% Tuition Fee Relief	50% Tuition Fee Relief	25% Tuition Fee Relief	No Tuition Fee Relief
One (1) dependent child	Less than \$61,500	\$61,501 - \$63,400	\$63,401 - \$65,300	\$65,301 - \$67,200	Greater than \$67,200
Two (2) dependent children	Less than \$77,300	\$77,301 - \$81,100	\$81,101 - \$84,900	\$84,901 - \$88,700	Greater than \$88,700
Three (3) dependent children	Less than \$93,400	\$93,401 - \$99,100	\$99,101 - \$104,800	\$104,801 - \$110,500	Greater than \$110,500
Four (4) dependent children	Less than \$109,500	\$109,501 - \$117,100	\$117,101 - \$124,700	\$124,701 - \$132,300	Greater than \$132,300
More than four (4) dependent children	Less than \$125,500	\$125,501 - \$135,000	\$135,001 - \$144,500	\$144,501 - \$154,000	Greater than \$154,000

3 Related policies

[Family Violence Policy](#)

4 Related procedures

NA

5 Supporting information/tools

[Visas at a Glance](#)

[Temporary Resident Fee Relief Application Form](#)

6 Definitions and Acronyms

Applicant

For the purposes of this policy, the applicant must be the primary visa holder

Dependent

For the purposes of this policy, a dependent is a school-aged child attending a Tasmanian Government School in Kindergarten to Year 12 (K-12) and subject to tuition fees

DECYP

Department for Education, Children and Young People

Family violence

As defined in section 7 of the *Family Violence Act (2004)*

Financial hardship

Unable to meet the costs of ordinary basic living needs

GETI

Government Education and Training International

Temporary Resident

A person holding an Australian temporary visa granted under the *Migration Act 1958*

Temporary Resident Program (TRP)

The administering program for all dependent children of temporary residents enrolled in Tasmanian Government Schools.

7 Legislation

Education Act 2016 (Tas)

Migration Act 1958 (Cth)

Family Violence Act 2004 (Tas)

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Last significant review: 18 March 2022

Review due: 1 November 2023

This document replaces: Version 9.0 – 18 March 2022