

## **Students Attending a Primary or Secondary School**

For a student attending a mainstream school to be granted a conveyance allowance a number of criteria must be met. Criterion 1 – The campus of the school attended must

• be located outside the Conveyance Allowance Melbourne Metropolitan Boundary (MMB) (Exemptions do apply to some schools within the MMB. Please check with your school)

#### Criterion 2 – The Student must

- be a Victorian resident
- be of school age
- reside 4.8k or more by the shortest practicable route from the school/campus attended
- attend the nearest appropriate school at which admission is possible

Before completing this form please read the information about the Conveyance Allowance Program at <a href="http://www.education.vic.gov.au/school/principals/safety/pages/transportscas.aspx">http://www.education.vic.gov.au/school/principals/safety/pages/transportscas.aspx</a>

#### SCHOOL STUDENT ATTENDS

School Name: Campu	5:
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### STUDENT'S PARENT/GUARDIAN DETAILS (Please circle or print clearly)

First Name:	Surname:		
Contact Number:	Applicant Type:	Parent	Guardian
Address :			
Suburb :	Postcode:		

### STUDENT DETAILS (Please print clearly)

Student ID:	(If known)	Student VSN:	(If known)
First Name:		Surname:	
Birthdate:		FTE (time fraction):	(If known)
Enrolment Date:		Exit Date:	
Contact Number:		Year Level:	
Address :			
Suburb:		Postcode:	

#### **STUDENT ENROLMENT DETAILS** (Please circle or print clearly)

International full fee paying?	Yes No Full fee students are not eligible				
Is the child severely disabled?	Yes	No	Defined as physically or intellectually disabled, blind or deaf		
Is the student on the PSD Program?	Yes	No	Program for Students with Disabilities (Govt. schools only)		
Provider type student attends?	Scho		ol	Special setting	
Distance from home to campus:	(km's) Must be 4.8km or more by shortest practicable route				
Is student attending nearest campus?	Yes	No	If No please provide details of below and supporting		
If No please provide reason		documents if available.			

## **TRAVEL INFORMATION**

Travel start date:		Travel end da	ate:	
Student claiming:	To school allowance (Only attends school)	Off campus only (Travels to TAFE or RTO)		To school and off campus (Attends school & travels to TAFE or RTO)
Single or Multi-mode:	Single		Multi mode	
Furthermost or additional:	Furthermost		Additional	

# PARENT/GUARDIAN DECLARATION

<ul> <li>I declare that the information provided is true and correct</li> <li>I will notify the school in writing within seven days of any changed circumstances</li> </ul>				
Signature Date:				
PRINCIPAL'S ENDORSEMENT				
I declare to the best of my knowledge the information provided is true and correct				
Signature: Principal	Date:			
Applications for Conveyance Allowance are subject to audit				

Page 2 of 2

DEECD collects personal information for the purposes of assessing eligibility for receipt of a conveyance allowance. Personal information will not be used for any other purposes and will not be disclosed to any other organisation/body. The department protects paper records in secure storage and computerised records are protected through access and authorisation controls. DEECD takes all reasonable technical and organisational precautions to prevent the loss, misuse or alteration of collected personal information. You are able to request access to the personal information that we hold about you and to request that it be corrected. Please contact your school directly. The Department respects individuals' privacy.