

Private Car Conveyance Allowance Application Students Attending a Primary or Secondary School

1. Conveyance allowance guidelines are available from the school.
2. Complete the form except for sections E, F, and G.
3. Attach additional documentation where applicable and return to the principal of the school attended by your child.

Note: This form, if initialled by the school principal or bursar can be used in subsequent years if there has been no change in a student's travel arrangements or address.

A STUDENT INFORMATION: please print in BLOCK LETTERS

Student Name:		Date of Birth:	
Residential Address:		Postcode:	
		Telephone No.:	
Date student is to commence travel:		If previously approved, year approved:	

B APPLICANT INFORMATION:

Parent/Guardian Name:	Mr/Mrs/Ms:	
Residential Address: (see point 1 in G)		Postcode:
		Telephone No.:
Vehicle Registration:		

C SCHOOL FOR WHICH CONVEYANCE ALLOWANCE IS TO APPLY:

School Name:	Ballarat Grammar	School No:	7002 0928
School Address:	201 Forest Street Wendouree	Postcode:	3355
		Telephone No.:	03 5338 0700
Distance from place of residence to school for which conveyance allowance is to apply (Km):			
School attended is: (please tick appropriate box)	Nearest government primary, secondary or P-12 school:		<input type="checkbox"/>
	Next nearest government school (**see declaration in D):		<input type="checkbox"/>
	Nearest denominational school:		<input checked="" type="checkbox"/>
	Nearest multi/inter denominational or Christian school:		<input type="checkbox"/>
	Nearest non-denominational school:		<input type="checkbox"/>
Names of all the students travelling in this nominated vehicle (including this student). One student travelling the longest distance should be identified as the furthestmost student. Note: This student must be identified as the furthestmost student on any other applications relating to this vehicle/family			
Student Name:	School:	Kilometres:	
			Furthermost
			Additional
			Additional
			Additional

D ELIGIBILITY FOR ALLOWANCE DECLARATION:

<ul style="list-style-type: none"> ➤ The above particulars are true and correct ➤ The school attended is the nearest appropriate school or next nearest government school ➤ **The student resides more than 4.8km from the school or nearest free school bus service and Public Transport ➤ The principal will be notified in writing by the applicant within seven days of any changed circumstances 	Parent/Guardian Signature:
Principal Signature:	Date:
Application for Conveyance Allowances are subject to audit	

Note: this application is to be lodged at this student's school. Only one application per student will be accepted

Private Car Conveyance Allowance Application (continued)
Students Attending a Primary or Secondary School

E SPECIAL FACTORS:

(TO BE COMPLETED BY THE SCHOOL)

Approved by Regional Director:	Date:
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F SUBSEQUENT YEARS:

Subsequent years – initial and date if no change to information (TO BE COMPLETED BY THE SCHOOL)

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G INFORMATION FOR APPLICANT:

<p>1. Residential address For the purpose of distance verification, the residential address should be based on the Rural Road Numbering System. Mailbox addresses should not be used.</p> <p>2. Reimbursement Reimbursement for private car travel to the nearest school is made on the basis of the one-way distance travelled per vehicle and the number of students in that vehicle. Payment is made to the family operating the vehicle.</p> <p>3. Distance Distance is measured by the shortest practicable route between the student’s place of residence and their school, one way.</p>	<p>4. Vehicle rate The vehicle rate is determined by the distance between a student’s place of residence and their school. Where there is more than one student in a vehicle and the students attend different schools, the vehicle rate is based on the distance travelled to the furthestmost school. In this case, one student attending the furthestmost school is identified on the application form as the ‘furthestmost student’.</p> <p>5. Additional students payment Each extra student travelling in the vehicle will attract the ‘additional student’ rate of \$200.</p> <p>6. Schedule of rates:</p> <table style="margin-left: 40px; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Distance Kms</th> <th style="text-align: right;">Amounts per annum</th> </tr> </thead> <tbody> <tr><td style="text-align: left;">4.8–10</td><td style="text-align: right;">\$410</td></tr> <tr><td style="text-align: left;">>10–15</td><td style="text-align: right;">\$513</td></tr> <tr><td style="text-align: left;">>15–20</td><td style="text-align: right;">\$615</td></tr> <tr><td style="text-align: left;">>20–25</td><td style="text-align: right;">\$718</td></tr> <tr><td style="text-align: left;">>25–30</td><td style="text-align: right;">\$820</td></tr> <tr><td style="text-align: left;">>30–35</td><td style="text-align: right;">\$923</td></tr> <tr><td style="text-align: left;">>35</td><td style="text-align: right;">\$1025</td></tr> </tbody> </table>	Distance Kms	Amounts per annum	4.8–10	\$410	>10–15	\$513	>15–20	\$615	>20–25	\$718	>25–30	\$820	>30–35	\$923	>35	\$1025
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