



BRISBANE GIRLS GRAMMAR SCHOOL

# BGGS Bursary Confidential Application Form

*Nil sine labore* LIVES ENRICHED BY LEARNING

## SECTION A: APPLICANTS

This section relates to the parents (or guardians) responsible for the payment of school fees and other educational expenses.

Parent / Guardian (1)

Surname	_____	Title	_____
Given Names	_____	Date of Birth	____ / ____ / ____
Marital Status	_____	No. of Dependents	_____
Residential Address	_____		
Suburb	_____	Postcode	_____
Phone	_____	Email	_____
Employer's Name and Address	_____		
Suburb	_____	Postcode	_____
Phone	_____	Email	_____
Occupation	_____	Nature of work	_____
Date commenced with this employer	____ / ____ / ____		

List any previous or current connection to Brisbane Girls Grammar School

Parent / Guardian (2)

Surname	_____	Title	_____
Given Names	_____	Date of Birth	____ / ____ / ____
Marital Status	_____	No. of Dependents	_____
Residential Address	_____		
Suburb	_____	Postcode	_____
Phone	_____	Email	_____
Employer's Name and Address	_____		
Suburb	_____	Postcode	_____
Phone	_____	Email	_____
Occupation	_____	Nature of work	_____
Date commenced with this employer	____ / ____ / ____		

List any previous or current connection to Brisbane Girls Grammar School

## SECTION B: STUDENT INFORMATION

This bursary application is for the following student:

Surname	_____	Given Names	_____
Current school	_____	Year level	_____
Date of birth	____ / ____ / ____		

Is the student registered to sit the ACER Cooperative Scholarship Test on Saturday, 24 February 2024? ☐ Yes ☐ No

Have you previously lodged an application for enrolment at Brisbane Girls Grammar School for the student? ☐ Yes ☐ No

Details of other independent schools that applications for enrolment have been lodged with:

Name of school	_____	Year of intended enrolment	_____
Name of school	_____	Year of intended enrolment	_____
Name of school	_____	Year of intended enrolment	_____

If parents are divorced or separated, indicate the living arrangements for the student:

Details of other dependent children

Name	_____	Age	_____
School or other institution attended	_____		
Name	_____	Age	_____
School or other institution attended	_____		
Name	_____	Age	_____
School or other institution attended	_____		

## SECTION C: FINANCE

The Brisbane Girls Grammar School Bursary is means-tested and applicants must agree to provide personal financial information and have this verified by an external assessor if the application is to progress. Please include an estimate of current year figures.

INCOME – ANNUAL	Parent / Guardian (1)	Parent / Guardian (2)
Current salary package (including fringe benefits and superannuation)		
Any additional part-time work etc (gross)		
Business income / trade income (net profit)		
Interest income / dividend income – all sources		
Foreign earnings (Aust equivalent at 30 June)		
Gross rental income		
Do you or any members of your family receive social security or other welfare payments? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, indicate the source of these payments and the amount(s) received		
Do any of your children receive Austudy or any other Government educational assistance? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, provide details		
Are you or any members of your family beneficiaries or entitled to be beneficiaries under any trust, will or other estate? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, provide details		
Do you or any members of your family receive any financial assistance from relatives? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If yes, provide details		
Any other income		
<b>TOTAL INCOME</b>	<b>\$</b>	<b>\$</b>

(If insufficient space, please provide attachments)

EXPENSES – ANNUAL	Parent / Guardian (1)	Parent / Guardian (2)
Income tax payable		
Mortgage / rent payments		
Other loans / hire purchase costs (specify purpose)		
Domestic expenses (food, clothing, household expenses)		
Education expenses:		
Total fees and charges paid to Brisbane Girls Grammar School this year		
Total fees and charges paid to attend other schools this year		
Fees and charges being paid this year for dependent children in tertiary institutions		
Contributions to superannuation funds:		
Employer		
Personal		
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>\$</b>

(If insufficient space, please provide attachments)

ASSETS – CURRENT VALUES	Parent/Guardian (1)	Parent/Guardian (2)	Associated Entities
Principal place of residence			
Additional properties in which you have an interest			
Motor vehicles			
Make / model			
Year			
Make / model			
Year			
Caravan / Campervan / Trailer			
Boat			
Furniture and appliances			
Personal effects (jewellery, collections)			
Amounts held at banks and other financial institutions			
Investments / bonds / debentures / shares (provide details)			
Whole of life and endowment policies (specify)			
Other (specify)			
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

(If insufficient space, please provide attachments)

AMOUNTS OWING BY YOU	Parent/Guardian (1)	Parent/Guardian (2)	Associated Entities
Mortgage on principal place of residence (provide details of mortgagees)			
Mortgages on additional properties			
Personal loans (provide details)			
Car loans (provide details)			
Bank loans – business / trade purposes (provide details)			
Investment loans (provide details)			
Credit cards (list all cards and limits)			
Any other debts (provide details)			
<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>

(If insufficient space, please provide attachments)

If there are any third parties who would be prepared to verify your financial and/or personal circumstances, provide details:

Name

Address

Position

Telephone No.

Name

Address

Position

Telephone No.

#### SECTION D: DECLARATION

The information above is given to assist the School and their financial advisors in evaluating my/our application and is to be kept strictly confidential.

I/we declare that our family circumstances do not presently, and are not likely to in the future, allow me/us to finance my/our daughter's attendance at Brisbane Girls Grammar School, and I/we agree to provide any further information when requested and have this verified by an assessor if the application is progressed. I/we give authority to the financial advisors of the School to contact my/our representatives and I/we further agree to meet all costs that arise from this application with respect to the provision of such information. I/we will be available to attend an interview at the School if requested.

I/we declare that all of the information given above is true to the best of my/our knowledge or belief.

Parent / Guardian (1)

Signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Full name (print)

Parent / Guardian (2)

Signature

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Full name (print)

## CHECKLIST OF SUPPORTING DOCUMENTS

Please include a copy of the following supporting documentation with your application. Applications will not be considered unless all applicable supporting documentation is provided. Supporting documents will not be accepted after COB Tuesday, 27 February 2024.

Documentation attached?		Supporting documentation
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Covering letter with a general statement of application including reason for seeking a bursary assistance
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Student's Year 5 NAPLAN results
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Student's Year 5 Semester 1 and Semester 2 school reports (when available)
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Student's Birth Certificate
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Evidence of Student's Australian citizenship or permanent residency
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Two written character references for the Student (one must be from the student's current school principal)
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of the last two income tax returns for the Applicant/s and any associated entities
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of the last two Notices of Income Tax Assessments for the Applicant/s
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of the financial statements for the last two financial years of any business or enterprise that the Applicant/s may have an interest therein
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of most recent advice from Centrelink confirming entitlements to Family Assistance or other welfare payments
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of most recent rates notice in respect of principal place of residence and any other properties that the Applicant/s, and any associated entities, may have an interest therein (include both pages of the rates notice)
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of loan statements for the last six months in respect of principal place of residence and any other properties that the Applicant/s, and any associated entities, may have an interest therein
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of loan statements for the last six months in respect of any motor vehicle loans, personal loans, business loans and investment loans
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of credit card statements for the last six months
<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	Copy of bank statements for the last six months in respect of any amounts held in banks and other financial institutions
		A copy of the student's ACER Cooperative Scholarship Test results will be sent to the School directly from ACER.

**There are two options available in submitting this form and supporting documentation:-**

**You may return this form and all supporting documentation as hard copies in a sealed envelope addressed to the Principal and marked 'Private and Confidential – Bursary Application'.**

**Alternatively, if you prefer to submit digitally, please contact the Enrolments Office ([enrolments@bggs.qld.edu.au](mailto:enrolments@bggs.qld.edu.au)) to request an invitation via email, to submit your documents via 'Mimecast Large File Send' using a secure access key.**