

Application for Fee Exemption

Dependants of Temporary Residents

CRICOS Registration Number: 00643J



The ACT Government Education Directorate embraces cultural diversity and welcomes international students from Preschool to Year 12 to experience innovative, future focused, quality learning.

Students enjoy a balanced education in a safe, multicultural location with opportunities for personal, academic, sporting, cultural and social development.

A fee exemption is granted to a dependant of a temporary resident who satisfies both immigration and residency requirements.

Fee exemption status is listed on the ACT Government website https://www.education.act.gov.au/publications_and_policies/School-and-Corporate-Policies/access-and-equity/international-students/overseas-students/overseas-students-fees-charging-policy

Fees

Fee (non-refundable)	Per student	Payable at
Application Fee	AUD\$265	the time of application

Application fee is non-refundable and may be subject to change without notice.

Parents are responsible for the cost of school uniforms, book packs or materials used by students to make items they take away from school or non-curriculum excursion expenses.

Applications

The International Education Unit (IEU) manages the fee exemption process. Applications should be submitted via email to ieu@act.gov.au and must include this completed form and required supporting documents.

If you are unable to submit your application electronically, please contact the IEU for assistance.

Applications can take from up to 6 weeks for processing.

Term Dates

2026	Start Date	End Date
Term 1	Friday 30 January 2026	Thursday 2 April 2026
Term 2	Tuesday 21 April 2026	Friday 3 July 2026
Term 3	Tuesday 21 July 2026	Friday 25 September 2026
Term 4	Tuesday 13 October 2026	Friday 18 December 2026
2027	Start Date	End Date
Term 1	Monday 1 February 2027	Friday 9 April 2027
Term 2	Wednesday 28 April 2027	Friday 2 Jul 2027
Term 3	Tuesday 20 July 2027	Friday 24 September 2027
Term 4	Tuesday 12 October 2027	Friday 17 December 2027
2028	Start Date	End Date
Term 1	Tuesday 8 February 2028	Friday 7 April 2028
Term 2	Wednesday 26 April 2028	Friday 7 July 2028
Term 3	Tuesday 25 July 2028	Friday 29 September 2028
Term 4	Tuesday 17 October 2028	Friday 22 December 2028

Information Collection


The ACT Government Education Directorate collects information on this form to enable it to enroll students from overseas into the ACT Government school system. This is authorized under section 8 of the *Education Act 2004* (ACT). The Directorate usually shares some (or all) of this information with:

- Department of Home Affairs (DHA)
- Department of Education, Skills, and Employment (DESE)
- Overseas Student Health Cover (OSHC) provider

ENQUIRIES

For information about applications for admission please contact:

 International Education Unit
ACT Government Education Directorate
PO Box 158
CANBERRA ACT 2601

 Email: ieu@act.gov.au

 Telephone: +61 2 6205 9178

Important Information:

All questions must be answered in English.

Use a black pen and mark boxes with a ✕. Where you see a 📎 you must attach information. All attachments must be in English or have an English translation.

When to use this Form	Use this form to enroll if you are a temporary resident, your visa status qualifies as fee exempt and you are seeking to enrol your dependant/s in an ACT Government school.
Purpose of this Form	This form will ask you questions regarding the student, the parent/legal custodian, siblings, visa and passport information, special circumstances and relevant medical history.
Who is the applicant	The applicant is the student applying for study. If the applicant is under 18 years of age, this form must be signed by the parent/legal custodian. One form must be completed per applicant.
Enrolment Procedure	<p>Enrolment in an ACT Government school requires:</p> <ul style="list-style-type: none">• completion of this application form;• submission of all relevant supporting documentation;• letter of offer provided by the IEU and• applicant to complete the online enrolment process.
Expectations of the Directorate	<p>The Directorate will provide the applicant with:</p> <ul style="list-style-type: none">• the same level of instruction and educational services as provided to domestic students;• ensure that the applicant is introduced to the school community. <p>The Directorate does not represent or guarantee that the applicant will:</p> <ul style="list-style-type: none">• be accepted for enrolment at a specific school outside the families Priority Enrolment Area (PEA).
Expectations of parent/legal custodian	<p>The parent/legal custodian will:</p> <ul style="list-style-type: none">• notify the school and the IEU if the applicant's visa status changes or if their studies are terminated;
Expectations of applicants	<p>Applicants will:</p> <ul style="list-style-type: none">• comply with all Department of Home Affairs visa requirement;• be subject to the same enrolment conditions and penalties as all other students; and• comply with all other course and behavior requirements.
Complaints and Appeals	<p>Complaints and appeals should be lodged via ieu@act.gov.au.</p> <p>Alternatively, complaints can be made through the ACT Government Education Directorate's concerns and complaints process.</p>

Applicant Details

Surname or Family Name

Given Names

Date of Birth (DD/MM/YYYY)

Male

☐

Female

☐

Another term, please specify:

Passport Number

Nationality

Country of Birth

Granted Visa Subclass (3-digit number)

(Bridging visa is not a valid visa for the purpose of enrolling as a decision has not yet been made by DHA)

Visa Expiry Date

Parent/Legal Custodian Details

Primary Visa Holder Surname or Family Name

Given Names

Mobile Number

Email

Passport Number

Nationality

Residential Address: Street Number and Name

Suburb/City

Post/Zip Code

State/Province

Country

Primary Visa Holder Partner's Family Name

Given Name(s)

Mobile Number

Email

Passport Number

Nationality

Residential Address: Street Number and Name (if same as Primary Visa Holder write "as above")

Home Mailing Address: Street Number/ Name

Suburb/City

Post/Zip Code

State/Province

Country

Emergency Contact Details

Surname or Family Name

Given Names

Mobile Number

Email

Passport Number

Nationality

Residential Address: Street Number and Name

Suburb/City

Post/Zip Code

State/Province

Country

Relationship to Applicant

Year level

Please nominate the program you wish to enter

Preschool <input type="checkbox"/>	Kindergarten <input type="checkbox"/>	Year 1 <input type="checkbox"/>	Year 2 <input type="checkbox"/>	Year 3 <input type="checkbox"/>
Year 4 <input type="checkbox"/>	Year 5 <input type="checkbox"/>	Year 6 <input type="checkbox"/>	Year 7 <input type="checkbox"/>	Year 8 <input type="checkbox"/>
Year 9 <input type="checkbox"/>	Year 10 <input type="checkbox"/>	Year 11 <input type="checkbox"/>	Year 12 <input type="checkbox"/>	

Special Circumstances and previous history (failure to disclose may result in cancellation of enrolment)

Does the applicant have any disabilities, mental health, or other medical conditions?

Yes*

☐

No

☐

 *If yes, please attach supporting medical evidence and provide further details below

Are there any other considerations (including medical history or a history of violence) that may pose a risk to the applicant, other students, or staff at the school?

Yes*

☐

No

☐

 *If yes, please attach supporting evidence and/or provide further details below

Checklist

Please ensure you have attached the following to your application:



Copy of applicant's passport



Copy of the primary visa holder and applicant's visa



Additional evidence required by visa subclass i.e., employment contact, Student eCOE



Supporting evidence for any special considerations, see below link

https://www.education.act.gov.au/public-school-life/international_students#Visa%20Subclasses



100 points proof of ACT residential address for school allocation purposes, (See below Table).

Note: A Bridging visa only allows you to remain lawfully in Australia and for the purpose of enrolment does not change your visa status from that of your granted visa.

Residential Evidence

PROVIDE AT LEAST ONE OF THE FOLLOWING:

Document	Points
(a) A current Rates notice ¹ (b) A current residential lease agreement, through a registered real estate agent, of <u>greater</u> than six months' duration ² (c) A current electricity or gas notice ³	50 points each
<i>IN ADDITION, APPLICANTS MAY PROVIDE ANY OF THE FOLLOWING:</i>	
(d) A current residential lease agreement, through a registered real estate agent, of fewer than six months' duration (e) An expired lease where the tenant continues to reside at that address month-to-month after the lease fixed term has expired. ⁴ (f) A current private residential lease agreement of any duration.	20 points each
(g) Electoral Roll verification. (h) Current driver's licence or other ACT Government issued ID showing home address. (i) Mobile phone statement (with current address details, not more than 12 weeks old). (j) Bank statement (showing current address details, not more than 12 weeks old; financial details are not required). (k) Current home building or home contents insurance correspondence showing the service address. (l) Most recent Tax Assessment Notice (showing current address details; financial details are not required) (m) Letter on ACT or Commonwealth Government Department letterhead (showing current address details; personal details are not required)	10 points each

Declaration

I/we declare that the information provided with this application form and any supporting attachments is true. I/we declare that we have read and understood the information, instructions, and terms and conditions on this form, and agree to be bound by them.

I/we agree to pay the applicable fees set out in this form prior to the offer of a place in an ACT Government school.

I/we declare that details regarding ALL medical conditions and other special consideration (including behavioral) of the applicant have been disclosed.

I/we understand that the provision of false or misleading information may result in cancellation of enrolment.

I/we agree that if the applicant is accepted for enrolment into mainstream studies at an ACT government school, I/we and the applicant must comply with the terms and conditions of that enrolment.

I/we agree to report to the ACT Government Education Directorate any changes in visa status or issues concerning the applicant's schooling and general well-being.

I/we agree that this application will not be processed until all required attachments and supporting evidence is provided.

Signature of Parent/Legal Custodian

Name of Parent/Legal Custodian

Date (DD/MM/YYYY)

Payment Details

Electronic Funds Transfer *(please provide evidence of payment with your completed application form)*

Bank Name: Westpac Banking Corporation
Branch Address: ACT Government Banking – Level 11/15 London Circuit
CANBERRA ACT 2601
Account Name: ACT Education Directorate
BSB: 032-777
Account Number: 000065
SWIFT Code: WPACAU2S
Payment Reference: (applicant's name)

Telegraphic Transfer *(only available if payment is made from overseas)*

Please ask your bank to identify the applicant's name as the payment reference sent to Westpac Banking Corporation.
Please provide evidence of payment along with your completed application form.

Credit Card Amount to be deducted **AUD\$265**

Student Name _____

Visa ☐

MasterCard ☐

Card Number _ _ _ _ _

Expiry Date _ _ / _ _

Cardholder Name _____

Cardholder Signature

Date _ _ / _ _ / _ _