



ST RITA'S COLLEGE BURSARY APPLICATION FORM

Please complete this application form if you are applying for a Bursary at St Rita's College. Bursaries will be awarded to those applicants who would greatly benefit from a St Rita's education, but who without financial assistance would be unable to attend. To qualify for consideration of the awarding of a Bursary, the Principal must be satisfied that the student's family shows demonstrable necessitate circumstances and holds inability to afford a St Rita's College education. The College holds limited funding means for the awarding of bursaries. Not all applications will be successful, even if all or majority of criteria are met.

SECTION 1 - STUDENT DETAILS *(all applicants must complete Section 1) (Please attach a current photograph)*

Applying for School Year _____ (e.g. Year 7) In Calendar Year _____ (e.g. 2025)

Last Name _____ Given Names _____

Date of Birth ____/____/____

Student's Religion _____ Parish _____

Current School _____ Current Year Level _____

Australian Citizen Yes No (please tick) (If YES, proof of citizenship must be provided if not born in Australia)

If No, please specify country of citizenship _____

Specify Type of residency Permanent Temporary

Visa Sub Class Number _____ (copy of visa must be provided) Passport Number _____ (copy of passport must be provided)

Aboriginal Yes No Torres Strait Islander Yes No

Are there any current medical conditions which the College should be aware of? Yes No

If YES, please provide details _____

Special Education Needs

Does the student have special educational needs? Yes No

If YES, in what area(s) is educational support required _____

Schools Attended

School Currently Attending _____

Previous School/s Attended

School _____ Grade _____ Years _____

School _____ Grade _____ Years _____

School _____ Grade _____ Years _____

Family

Is the student a relative of a past/current student of St Rita's College? Yes No

If YES, please specify

Name _____ Years at College _____ Relationship _____

Name _____ Years at College _____ Relationship _____

Name _____ Years at College _____ Relationship _____



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SECTION 2 – PARENT / GUARDIAN DETAILS *(all applicants must complete Section 2)*

Student lives with (please circle) Both Parents / Mother / Father / Guardian / Other _____

Parent/Guardian 1 Details

Last Name _____
Given Names _____
Relationship to student _____
Occupation _____
Employer/
Business Name _____
Business Phone _____
Home Phone _____
Mobile No _____
Email _____
Religion _____
Residential Address _____
Suburb _____
Postcode _____

Parent/Guardian 2 Details

Last Name _____
Given Names _____
Relationship to student _____
Occupation _____
Employer/
Business Name _____
Business Phone _____
Home Phone _____
Mobile No _____
Email _____
Religion _____
Residential Address _____
Suburb _____
Postcode _____

Privacy

St Rita's College Limited collects, stores and uses personal information only for the purposes of administering student and prospective student admissions, enrolments and education. The information collected is confidential and will not be disclosed to third parties without your consent, except to meet government, legal or other regulatory authority requirements.



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SECTION 3 – ACADEMIC ACHIEVEMENTS *(all applicants must complete Section 3)*

Academic Report

Please provide a copy of the latest academic report and latest NAPLAN results

Summary of Academic Report			
Semester 1		Semester 2	
Subject	Achievement	Subject	Achievement

Teacher Report

Please provide a statement describing the applicant's ability to perform academically and the applicant's dedication and commitment to their study. *(Please write in BLOCK letters. Attach a separate sheet if more space is required).*

Teacher Name: _____ Signature: _____ Date: ___/___/___



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SECTION 4 – COCURRICULAR MUSIC BURSARY

(Only applicants applying for a music bursary should complete Section 4)

Grade 5 AMEB or an equivalent or higher level in cultural or musical activities.

- Please provide copies of any certificates awarded over the past two years
- Please provide specific details/evidence of performances over the past two years
- Please provide an electronic copy of your most recent performance (include date of performance)
- Please provide a portfolio of achievements/awards.

Date of achievement	Details of performance or musical	Venue	Level of achievement

Instructor Report

Please provide a statement describing the applicant's ability to perform during the past two years and the applicant's dedication and commitment to their music/artistic interest. *(Please write in BLOCK letters. Attach a separate sheet if more space is required).*

Instructor Name: _____

Name of Organisation: _____

Work Telephone: _____

Mobile: _____

Email: _____

Signature of instructor _____ Date ____/____/____



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SECTION 5 – COCURRICULAR SPORTS BURSARY

(Only applicants applying for a sports bursary should complete section 5)

Requires State or National representation during the past 36 months.

- Please provide copies of any certificates awarded over the past two years. Please provide specific details/evidence of achievements over the past two years. *(attach a separate sheet if more space is required).*

Date of achievement	Details of performance	Venue	Level of achievement

Coach/Teacher/Instructor Report

Please provide a statement describing the applicant's ability and performance over the past two years and the applicant's dedication and commitment to their sporting interest. *(Please write in BLOCK letters. Attach a separate sheet if more space is required).*

Referee Name: _____

Name of Organisation: _____

Work Telephone: _____

Mobile: _____

Email: _____

Signature of referee _____ Date ____/____/____



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SECTION 6 – OTHER INTERESTS AND ACTIVITIES *(all applicants must complete Section 6)*

Please provide details of any extracurricular or community activities in which the applicant has been involved in over the past two years *(attach any supporting documentation)*

SECTION 7 – SHORT ANSWER QUESTIONNAIRE *(all applicants must complete Section 7)*

In order to progress your application, it is helpful for the College to gain a greater understanding of your goals and aspirations for the future. There are no wrong answers, these questions are about you and how you see your future. Please write in BLOCK letters and use a separate sheet if more space is required.

Why do you want to study at St Rita's College?

What are your future goals and ambitions?

What are your personal strengths and limitations?



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SECTION 8 – SUPPORTING REFERENCE *(all applicants must complete Section 8)*

A supporting referee must be either a current/former school Principal and/or Parish Priest. If you are a current student of the College, the Principal of your previous and/or primary school and/or your Parish Priest should provide a supporting reference. For conflict of interest reasons, it is not appropriate to approach staff of St Rita's College for this purpose.

Please provide a statement describing the applicant's character, personal qualities and abilities. Please write in BLOCK letters and use a separate sheet if more space is required.

Referee Name: _____

Relationship to student: _____

Work Telephone: _____

Mobile: _____

Email: _____

How long have you known the applicant? _____

Signature of referee _____ Date ___/___/___



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SECTION 9 – FINANCIAL SUMMARY *(to be completed by all applicants)*

Bursaries will be awarded to those applicants who would greatly benefit from a St Rita's College education, but who, without some financial assistance, would be unable to attend. The family of applicants must show demonstrable necessitate circumstances that present inability to afford a St Rita's College education.

Please complete all sections below:

Do you require financial assistance to enable your daughter to attend St Rita's College? Yes No

If YES, please explain your reasons for needing financial assistance. Please advise any special circumstances or unusual expenses.

Current Financial Year *(to be completed by all applicants)*

Income: Family Gross Income and Support (fortnightly)

Description	Amount per fortnight
Salary/wages	_____
Government support (including Family Tax Benefit)	_____
Child Support Payment	_____
Other income	_____
Total Family Gross Income and Support (fortnightly)	_____ (a)

Deductions: Fortnightly

Tax	_____
Mortgage / Rent	_____
Utilities (gas, electricity, phone etc)	_____
Food	_____
Car/travel expenses	_____
Other	_____
Total family deductions (fortnightly)	_____ (b)
Net disposable fortnightly income	_____ (a-b)

Summary of capital assets

Description	Amount
House	_____
Contents	_____
Motor vehicles	_____
Investments/savings	_____
Shares	_____
Other	_____



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FINANCIAL COMMITMENT DECLARATION

I/We hereby make an application for bursary consideration. I/We make this application believing that all details contained herein are true and correct.

In the event this application results in the awarding of a Bursary, I/we agree and accept the following conditions:

- To advise the College of any change in financial circumstances that may occur during the term of a Bursary.
- To pay the agreed assessed College fees over the school year (a Direct Debit Authority for the amount of the College Fees must be signed and remain in force until all College fees are cleared) unless agreed otherwise.

I/We declare that I/we have disclosed all sources of income and support and that this application represents a full and complete disclosure of my/our family's financial position, is true and correct in every particular, and is submitted in support of this application without reservation or exception.

I/We have attached my/our last two years Taxation Return, bank statements not more than 12 months in issue, Statement of Income from Centrelink and/or all other supporting documents.

I/We realise that an improvement in circumstances may result in a change in financial assistance. I/We further understand that a failure to disclose all income or to notify of improvements in financial position may result in the termination of the Bursary.

I/We understand that in the event that a debt collection agency is required to be employed for the collection of an overdue account that I/we will be liable for collection costs incurred, if any.

I/We understand that application for, and award of, a Bursary are **confidential transactions** between St Rita's College Limited and the applicant.

Signed: _____ Date: ____ / ____ / ____ (Parent/guardian (1))

Signed: _____ Date: ____ / ____ / ____ (Parent/guardian (2))

Witness to signature(s): _____ Date: ____ / ____ / ____

Witness name in full: _____

Address of witness: _____



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SECTION 10 – DECLARATION

I/We hereby declare that to the best of my/our knowledge all documentation and information submitted or made available by me/us to the College is true, accurate and complete.

I/We understand and accept that St Rita's College reserves the right at any stage to withdraw a Bursary which has been offered on the basis of incomplete or incorrect information.

I/We understand and accept the conditions of the awarding of a Bursary as outlined in the accompanying documentation on the College website.

Signature of applicant _____ Date ____/____/____

Signature of applicant's parent / guardian (1) _____ Date ____/____/____

Signature of applicant's parent / guardian (2) _____ Date ____/____/____

Completed forms and all supporting documentation should be sent to:

**The Principal
St Rita's College Limited
41 Enderley Road
PO Box 548
CLAYFIELD QLD 4011**

Please complete all sections prior to submission and ensure all relevant documents are attached.

Applications cannot be processed until all documentation is received and signatures are applied. Additional material to an application, whether in whole or part, will not be accepted after the due date has passed.

Late Applications will not be accepted.



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BURSARY GENERAL CONDITIONS AND SPECIFIC CRITERIA

General conditions for all categories:

- ✓ Student is an Australian citizen or permanent resident of Australia
- ✓ Student is Catholic or is willing to commit to the doctrines of the Catholic faith if not Catholic
- ✓ Student is/will be enrolled at the College for period of no less than one year if application successful.
- ✓ Supporting references of student are provided by current/former school Principal and/or Parish Priest
- ✓ Student and Family attend an interview with the Principal if requested
- ✓ Commitment to the academic and/or cocurricular learning expectations of the College
- ✓ Adherence to all aspects of the Student Behaviour Code
- ✓ Involvement in College life
- ✓ Commitment to the ethos of St Rita's College

Specific Criteria for Academic Bursary

- ✓ Student must have demonstrated a high academic performance and future potential based on school reports.

Specific Criteria for Cocurricular Bursary

- ✓ Students applying for a Sports Bursary are required to have achieved State or National level in their chosen sport.
- ✓ Students applying for a Music Bursary are required to achieve Grade 5 AMEB or an equivalent or higher level in musical activities.

APPLICATION CHECKLIST

All Applicants

- Have you ticked the type of bursary you are applying for?
- Have you completed Sections 1 to 3 and 6 to 10 of the Bursary Application Form?
- Have you attached a current photograph of the applicant?
- Have you attached a copy of the applicant's passport (or birth certificate)?
- If not an Australian citizen, have you attached a copy of the relevant visa?
- Have you attached a copy of most recent Academic Report?
- Have you attached a copy of the most recent NAPLAN results?
- Has the supporting reference in Section 8 been completed and signed?
- Has the Financial Commitment Declaration been completed, signed and witnessed?
- Have you attached the last two years Tax Returns, bank statements, government agency payment information?
- Have you signed the Declaration in Section 10?

Music Bursary Applicants

- Have you completed Section 4?
- Has the Instructor's report been completed and signed?
- Have you attached all additional supporting documentation (i.e. certificates, awards)?

Sport Bursary Applicants

- Have you completed Section 5?
- Has the Coach's/Instructor's report been completed and signed?
- Have you attached all additional supporting documentation (i.e. certificates, awards)?