

Education, Work Preparation and Training Policy

Advancing Social Welfare

Provides each registered beneficiary (including their children) with financial assistance to cover the costs associated with pre-school, primary, secondary school and tertiary education e.g. school uniforms, books, stationery, school fees, excursions, payment to a school for school lunches (not to beneficiary), computer/tablet once per year with a 70% attendance. Includes the cost of attending an early learning centre, school camps, tutoring and TAFE fees/special courses. Includes conferences and associated costs (these costs will be paid at the ATO rate) along with costs and courses associated with work preparation and training in seeking employment.

BENEFICIARY INFORMATION

Application Date:	Date of Birth:	
Full Name:	Suffix: <input type="checkbox"/> Junior <input type="checkbox"/> Senior	
Street Address:		
City / Suburb:	State:	Postcode:
Email:	Phone:	

EDUCATION DETAILS – complete relevant fields

School / Institution:		
Child's Name:	Date of Birth:	Year/Grade:
Relationship to child:		

FUNDS REQUESTED

Course / School Fees	\$	<input type="checkbox"/> Primary / High school	<input type="checkbox"/> ELC	<input type="checkbox"/> Tertiary / Higher education	
Books / Stationery	\$	<input type="checkbox"/> Books	<input type="checkbox"/> Stationery	<input type="checkbox"/> Computer/tablet	<input type="checkbox"/> Uniforms
Other	\$	Please Specify:			
Total funds requested	\$	<i>Maximum \$10,000 per beneficiary per year \$500 may be paid direct to beneficiary; balance paid to suppliers or reimbursed upon provision of invoices and receipts</i>			
Supporting Documentation:	<input type="checkbox"/> Quote / Invoice/ Receipt detailing services and cost is attached <input type="checkbox"/> Supplier payment details are attached (account name, BSB, account number) <input type="checkbox"/> Confirmation of school enrolment / attendance rate / computer requirements <input type="checkbox"/> If replacing stolen/broken item then police report/repair report must be attached				

Applications will NOT be processed until supporting documentation and supplier payment details are received.

- I am not claiming benefits from another source for this expense (e.g. Plan B / AET, Gumala, IBN).
- I understand that my application will be processed by the Trustee (Mutual Trust) within **FIVE (5) business days once all required supporting documentation has been received.**

Beneficiary Signature: **Date:** / /

NOTE: Please keep a record of your receipts as you may be asked to account for how these funds were spent as per the Yinhawangka Charitable Trust Deed.

Please send completed forms and supporting documents to Mutual Trust by:

Fax: (08) 9230 7701 **Email:** perthadmin@mutualtrust.com.au

Mail: Mutual Trust, PO Box 307, CLAREMONT WA 6910

If you have any queries, please contact us on (08) 9230 7700