

External Certificate Course Bursary Procedure

The College agrees to provide bursaries to subsidise the cost of external Certificate courses completed. The following conditions are applicable:

- External Certificate fees are to be billed to and paid directly by families to the course provider.
- For the portion of External Certificate Fees exceeding \$1,000 students will be eligible for a bursary to a maximum of \$1,000.

for example if Certificate fee is \$900, there will be zero subsidy

for example if Certificate fee is \$1,800, subsidy provided will be \$800

for example if Certificate fee is \$2,200, subsidy provided will be \$1,000

- Bursary is to be provided for one certificate per student in Year 11 or 12 for course
- Parents are asked to provide the College with evidence of payment to the training provider for the course fee. Receipt can be emailed to bcc.fees@cewa.edu.au
- College will apply bursary to annual school fees account in Term 3 whilst student remains at the College
- Parents are encouraged to take into account bursary when calculating their regular school fees direct debits/installments (if applicable)

Bursary arrangements will be reviewed on an annual basis.



BUNBURY
CATHOLIC COLLEGE

EXTERNAL CERTIFICATE COURSE BURSARY FORM

To be completed by parent and returned to:

bcc.fees@cewa.edu.au

Date of request:

Student name:

Year group:

Certificate course name:

Total cost of certificate:

Invoice & receipt attached:

Parent name:

Phone number:

Email address:

Customer # *(per fee statement):*

Declaration by parent (sign): *I confirm this is my first and only application for External Certificate Bursary for above student and confirm certificate fee has been paid in full*