

A payment for parents and guardians of children who cannot go to a local state school because of geographical isolation, disability or special needs.

## When to use this form



You can claim Assistance for Isolated Children if you have primary or joint care for the student you are claiming for.

Only one parent or guardian can claim.

You need to submit a separate claim for each student in your care.

If you are moving to a new principal family home, that will make the student eligible for AIC later in the year, this form should be lodged **as soon as you are aware** the change will happen.

Before you complete this form, read the **Information you need to know about your claim for Assistance for Isolated Children (AIC) (Ci023)**. This booklet will be referred to as the **Information Booklet**. If you do not have this booklet, go to [www.humanservices.gov.au/forms](http://www.humanservices.gov.au/forms)

## Claim closing date

To qualify for an AIC payment for the year of study, you need to lodge your claim by **31 December** of that year. Claims received after this date will not be approved for payment of AIC.

Return this claim as soon as you have completed it. The sooner you apply, the sooner you can be paid.

## Online services



### Upload documents

You can complete this form on your computer, print and sign it, and upload it in your Centrelink online account.

Select Upload Documents, choose 'Centrelink form code' and type 'SY040'. Go to [humanservices.gov.au/submitdocumentsonline](http://humanservices.gov.au/submitdocumentsonline)

## What else you may need to provide

You may need to provide proof of age for the student. The **Information Booklet** advises what evidence may be needed depending on the reason for claiming AIC.

## For more information

Go to [humanservices.gov.au/isolatedchildren](http://humanservices.gov.au/isolatedchildren) or call us on **132 318** or visit one of our service centres.

We can translate documents you need for your claim for free.

To speak to us in other languages, call **131 202**.

**Note:** Call charges may apply.

If you have a hearing or speech impairment, you can contact the **TTY service** on Freecall™ **1800 810 586**. A TTY phone is required to use this service.




### Filling in this form

- Use black or blue pen.
- Print in BLOCK LETTERS.
- Where you see a box like this  ► Go to 5 skip to the question number shown. You do not need to answer the questions in between.

1 Are you:

- the student's parent or guardian  ► Go to next question

- claiming on behalf of a non-government organisation that has full responsibility for the upkeep of the student (e.g. the student has been placed in the care of an organisation by a state or territory authority or a court)  ►

 You will need to complete an **Assistance for Isolated Children (AIC) Organisation details form (SY067)** and return both forms to us.  
► Go to 35

### About YOU – the parent or guardian

2 Your Centrelink Reference Number (if known)

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3 Your name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

4 Have you been known by any other name(s)?

#### Include:

- name at birth
- name before marriage
- previous married name
- Aboriginal or tribal name
- alias
- adoptive name
- foster name.

No  ► Go to next question

Yes  ► Give details below

1 Other name

Type of name (e.g. name at birth)

2 Other name

Type of name (e.g. name before marriage)

If you have more than 2 other names, provide a separate sheet with details.

5 Your gender

Male

Female

6 Your date of birth

	/		/	
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7 Read this before answering the following question.

If you provide an email address or mobile phone number, you may receive electronic messages (SMS or email) from us. To read the Terms and Conditions, go to [humanservices.gov.au/em](http://humanservices.gov.au/em) or visit one of our service centres.

Your contact details

Home phone number (    )

Is this a silent number? No  Yes

Mobile phone number

Work phone number (    )

Alternative phone number (    )

Email



CLK0SY040 1902

8 The address of your principal family home

Form with dotted lines for address and a Postcode field.

9 Your postal address (if different to above)

Form with dotted lines for address and a Postcode field.

10 Has your principal family home address changed since 1 January of the year of study?

No  Go to next question

Yes  Date your address changed

Date input field: / /

11 Is your principal family home the same address as the student's?

No  You may not be eligible for an AIC allowance as the student does not normally live with you. Call us on 132 318.

Yes  Go to next question

12 Is your principal family home on a property?

No  Go to 14

Yes  Go to next question

13 What is the legal description of the property (e.g. lot, section, parish, etc – this may appear on your rates notice)?

Note: If the property is made up of more than 1 title, provide details for each separate title.

Form with dotted lines for property description.

14 Are you an Australian citizen who was born in Australia?

No  Go to next question

Yes  Go to 19

15 What is your country of birth?

Text input field for country of birth.

16 What is your country of citizenship?

Text input field for country of citizenship.

17 Have you been granted, and still hold, an Australian permanent residence status?

No  Go to next question

Yes

You must provide evidence, such as an Australian visa or New Zealand passport. For more information, read 'Australian residence rules' in the Information Booklet.

18 Are you a New Zealand citizen settled permanently in Australia?

No  You may not be eligible for an AIC allowance. Read 'Australian residence rules' in the Information Booklet or call us on 132 318.

Yes  Date of last arrival

Date input field: / /

You must provide evidence. For more information, read 'Australian residence rules' in the Information Booklet.

19 Tick ONE of the boxes below to tell us about your relationship status right now.

If you have ever been separated, give the date that you most recently got back together with your partner.

Married

Date married/reconciled with your partner

Date input field: / /

Go to 21

Registered relationship (registered under state or territory law)

Date registered/reconciled with your partner

Date input field: / /

Go to 21

De facto

Date you started your relationship/reconciled with your partner

Date input field: / /

Go to 21

Separated

(previously in a marriage, registered or de facto relationship)

Go to 20

Divorced

Go to 20

Widowed

(previously in a marriage, registered or de facto relationship)

Go to 20

Never married or lived with a partner  Go to 23

20 Give the date of your separation, divorce or becoming widowed, if after 1 January in the year of study

Date input field: / / Go to 23

21 Your partner's name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

22 The address of your partner's principal family home (if different to your address)

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Postcode

### About the STUDENT

23 Student's name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

24 Has the student been known by any other name(s)?

**Include:**

- name at birth
- name before marriage
- previous married name
- Aboriginal or tribal name
- alias
- adoptive name
- foster name.

No  Go to next question

Yes  Give details below

1 Other name

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Type of name (e.g. name at birth)

2 Other name

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Type of name (e.g. name before marriage)

If the student has more than 2 other names, provide a separate sheet with details.

25 Student's gender

Male

Female

26 Student's date of birth

27 Is the student an Australian citizen **who was born in Australia**?

No  Go to next question

Yes  Go to 32


28 What is the student's country of birth?

29 What is the student's country of citizenship?

30 Has the student been granted, and still holds, an Australian permanent residence status?

No  Go to next question

Yes

 You must provide evidence, such as an Australian visa or New Zealand passport. For more information, read 'Australian residence rules' in the **Information Booklet**.

31 Is the student a New Zealand citizen settled permanently in Australia?

No



You may not be eligible for an AIC allowance. Read 'Australian residence rules' in the **Information Booklet** or call us on **132 318**.

Yes  Date of last arrival



You must provide evidence. For more information, read 'Australian residence rules' in the **Information Booklet**.

32 What is **your** relationship to the student?

Parent  Go to next question

Grandparent  Go to next question

Step parent  Go to next question

Foster parent  Go to next question


Other/guardian



Provide a statement describing your relationship to the student and explaining why this student's parent(s) cannot apply.

**33** Do you have primary care and responsibility for the student?

No

 Provide a statement describing why the person with primary care and responsibility for the student cannot apply.

Yes  *Go to next question*

**34** Has Assistance for Isolated Children (AIC), Family Allowance, Family Tax Benefit, Child Care Benefit, Maternity Allowance, Baby Bonus, or Newborn Supplement ever been paid for this student?

No

 Provide a copy of proof of age.

Yes  Student's Centrelink Reference Number (if known)

-  -  -

Not  Give details below  
sure

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**35** Do you allow us to give information about your claim or payments to another person or organisation?

**For example:** We may give information to relevant state or territory governments who provide other benefits for isolated children.

You can change this authorisation at any time.

No  *Go to 38*

Yes  Give details below

To your partner  *Go to 38*

To the Department of Education, Western Australia or to the Department for Education and Child Development, South Australia  *Go to next question*

To a parent/guardian or another person  *Go to 37*

**36** Do you authorise the Department of Human Services to disclose your personal information, depending on the state you reside in, to the Department of Education, Western Australia or the Department for Education and Child Development, South Australia?

If you authorise the disclosure we may provide the relevant Department mentioned above with your name and address, so if you are granted AIC, they can send you a claim form for their state allowance for students boarding away from home and (in the case of WA) living in a second home to attend school in the state. You can change this authorisation at any time.

No  *Go to 38*

Yes  *Go to 38*

**37** Details of parent/guardian or other person.

This will assist us to identify the person to whom you allow information to be given.

Person's name

Relationship to you (e.g. parent, friend)

Phone number

( )

Date of birth

/ /

Permanent address

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 Postcode

**38** Is the student in state care or living under a government or court approved substitute care arrangement?

These arrangements do not normally include students living away from home in a boarding school or hostel.

No  *Go to next question*

Yes  Give details below – Type of care

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**39** Will the student receive any other Australian Government education or training assistance?

**For example:**

- Youth Allowance
- ABSTUDY
- Veterans' Children Education Scheme
- the Military Rehabilitation and Compensation Act Education and Training Scheme.

If you are eligible for Family Tax Benefit, it is normally more beneficial for you to receive that payment in addition to AIC for the student instead of them claiming Youth Allowance and Rent Assistance. However, should the student later decide to claim Youth Allowance or another Australian Government payment, you must advise us **within 14 days**. To reduce the chance of a debt (where you receive AIC term in advance payments), you should advise us at least 2 days before the date of the advance payment that covers the period the student will be making their claim.

For more information, read 'Student details – Other Australian Government assistance' in the **Information Booklet**.

No  *Go to 41*

Yes  *Go to next question*

Not sure  Give details below

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*Go to 41*

**40 Read this before answering the following question.**

AIC benefits will be paid to the day before the student starts receiving Youth Allowance or other payment.

What assistance will the student receive?

Youth Allowance  *Go to next question*

Disability Support Pension  *Go to next question*

Parenting Payment (Single)  *Go to next question*

Other  Name of assistance

**41** What year are you claiming AIC for?

**42** Give details of the school/institution/home schooling, year and level of study the student is enrolled will enrol with or is registered/will be registered in the year of study.

Name of school/institution

Address of school/institution

Postcode

OFFICE USE ONLY  
-School code

Name of state or territory authority that has registered the student for home schooling



Provide a certificate or statement from the state or territory authority confirming the period of the student's registration.

Grade or year (e.g. 1st grade, Year 10, 1st year)

Level: primary  *Go to next question*

secondary

tertiary  Give details below

Exact course title (e.g. Certificate II in Office Studies)

Course code number

**43** What is the period the student is going to study, or is studying, full-time at the school/institution/home schooling nominated in question 42 and for the year you are claiming in question 41:

From

To

If the student is only studying full-time for part of the year, give the reason below

**44** Is the student studying part-time at home through the school/institution/home schooling nominated in question 42 and also attending a local school for part of the week?

No  *Go to next question*

Yes  Give details below

Dates for the study

From

To

Name of local school the student is attending part-time

**45** If you are:

- the student's parent or guardian  *Go to next question*
- claiming on behalf of a non-government organisation  *Go to 99*

**46** Tick the box which best describes the student's living arrangements during the school term.

For more information, read 'School term living arrangements' in the **Information Booklet**.

**Note:** Students who travel to school each day and are not studying in the family home are usually not eligible for Distance Education Allowance.

Living at the principal family home and enrolled in distance education, registered for home education/schooling or doing other approved education  *Go to 60*

Studying by distance education, or other approved home-based education, while living with their parent(s) who are moving frequently for work reasons  *Go to 61*

Boarding at a private residence  *Go to next question*

Boarding at a residential institution (e.g. boarding school or hostel)  *Go to 48*

Living at a second home maintained by the family  *Go to 51*

None of the above   You may not be eligible for an AIC allowance. Call us on **132 318**.

47 What is the name of the person providing board and the relationship between this person and the student?

Name of person providing board

Relationship to the student

▶ Go to 49

48 What is the name of the residential institution where the student is/will be boarding?

49 How many nights per week does/will the student board?

50 How much are the boarding fees paid for the student?

Boarding fees are the actual boarding charges levied per year.

**Include** charges for items associated with boarding such as laundry and linen costs less any subsidy, refund or scholarship.

**Do NOT include** fees associated with the:

- student's tuition
- supply of school or stationery materials.

\$  per year

51 Give the address details of the place where the student is boarding or second family home.

  
  
  
 Postcode

52 Will the student be living at the location given in question 51 for the full school year?

No  ▶ Period

From

To

If there are more than 2 periods, provide a separate sheet with details.

Yes  ▶ Go to next question

53 Is the address in question 51 a second family home?

No  ▶ Go to 61

Yes  ▶ Go to next question

54 How many nights per week does/will the student live at the second home?

 per week

55 Are any other dependent children going to live in the second home and attend school daily or study by distance education in the year of study?

No  ▶ Go to next question

Yes  ▶ Give details below

1 Family name

  
First name  
  
Date of birth  

2 Family name

  
First name  
  
Date of birth  

3 Family name

  
First name  
  
Date of birth  

4 Family name

  
First name  
  
Date of birth  

5 Family name

  
First name  
  
Date of birth  

If you have more than 5 dependent children, provide a separate sheet with details.



56 Who is/will be living with the student at the second home?

For more information, read 'School term living arrangements – Both parents living in second home' in the **Information Booklet**.

- You  **Go to 58**
- Your partner  **Go to 58**
- Both you and your partner  **Go to 58**
- Another person  **Go to next question**

57 Who is the other person?

Name of person

Relationship to the student

58 Read this before answering the following question.

You cannot receive AIC Second Home Allowance from the date you, your partner or dependent child receive Australian Government Rent Assistance for that residence.

For more information, read 'Student details – Other Australian Government assistance' in the **Information Booklet**.

Will/did you (and/or your partner or dependent child) receive Australian Government housing assistance (e.g. Rent Assistance) for the second family home address during the year of study?

No  **Go to next question**

Yes  Give details below

Type of assistance

Full name of department or agency providing assistance

59 Read this before answering the following question.

You cannot claim AIC Second Home Allowance if you or your partner are receiving, or have previously received, a First Home Owners Grant or state/territory government first home owner assistance for that residence.

For more information, read 'Student details – Other Australian Government assistance' in the **Information Booklet**.

Have you (and/or your partner) received, or will receive, either:

- the First Home Owners Grant
- state/territory government first home owner assistance or financial concession (e.g. stamp duty concession)

for the residence being claimed as your second home?

No  **Go to 61**

Yes  **Go to next question**


60 How many days per school week does/will the student live at the principal family home and study by distance education or other approved education?

61 Why does the student need to board away from home, live in a second home or study by distance education or other approved education?

For more information and details of evidence required, read 'Reason for applying for AIC' in the **Information Booklet**.

Geographic location  **Go to 66**

The student has a disability, other health-related condition or special education need which requires them to study from home or requires a special school program or special facilities that cannot be catered for at a local state school or at home.  **Go to next question**

 Provide evidence and an **Assistance for Isolated Children Medical Statement – Student Special Needs form (SY099)**, if required. If you do not have this form, go to [humanservices.gov.au/forms](http://humanservices.gov.au/forms)

Work of parent(s) requires frequent moves.  **Go to 73**

The student lives in a second family home with a sibling who is qualified for AIC, or has qualified, in the current or a previous year, under one of the above criteria  **Go to 74**

In anticipation of a change in the family's circumstances that would make the student eligible for AIC later in the year.  **Go to 63**

62 Does the student need to live full-time (including periods of short term board) at a special institution?

No  Give details of the reason for your claim.

For acceptable reasons and evidence required, read 'Reason for applying for AIC' in the **Information Booklet**.

**Go to 66**

Yes  **Go to 76**



**63** Give the following information about the family's change of circumstances:

Give details of the change below

Address of new principal family home (if applicable)

Postcode

**64** When did/will the change happen?

/   /

**65** When did you first become aware that the family's circumstances will be changing?

/   /



Provide evidence that you were aware of the change of family circumstances and shows when you were advised of the change.

**For example:**

- a statement from an employer about a job transfer
- a copy of a letter from the bus company for proposed change in services.

**66** Read this before answering the following questions.

If you are moving to a new principal family home, answer questions 66 to 72 using that new principal family home.

If there is more than one state school within 56 kms, give details of the school with a transport pick-up point nearest to the principal family home.

Where there is more than one state school, also provide a copy of a scale map of the area showing the location of each school, any bus pick-up points and school bus routes.

For more information, read 'Reason for applying for AIC' in the **Information Booklet**.

Give the name(s) and address(es) of the state school(s) nearest to the principal family home which offer tuition at the student's level.

Name of school

Address of school (not PO Box number)

Postcode

OFFICE USE ONLY  
–School code

**67** What is the distance one way from the principal family home to the state school by the shortest practical route?

For more information, read 'Reason for applying for AIC – The student is geographically isolated' in the **Information Booklet**.

We will contact you if evidence to confirm the distances is needed.

Give distance to the nearest tenth of a kilometre

•          kms

**68** Is there a transport service to the state school(s) nearest the principal family home?

This includes transport which would be made available on request.

No  **Go to 71**

Yes  **Go to next question**

**69** What is the distance from the principal family home to the nearest transport pick-up point (e.g. bus stop), going to the state school(s) nearest the principal family home, by the shortest practical route?

This includes transport which would be made available on request.

Give distance to the nearest tenth of a kilometre

•          kms

**70** What is the distance from the transport pick-up point to the state school(s) nearest the principal family home by the transport service route?

Give distance to the nearest tenth of a kilometre

•          kms


**71** How long does a return journey by public, private or school transport take from the principal family home to the state school(s) nearest the principal family home?

hours          minutes

**72** Is there any reason (other than distance, travel time or a condition described in question 61) that affects the student's ability to travel from the principal family home to the state school(s) nearest the principal family home on at least 20 school days of the year (e.g. roads frequently impassable)?


No  **Go to 76**

Yes  Give details below


 You may need to provide evidence. For more information, read 'Reason for applying for AIC – Other circumstances that adversely affect the student's access to school (Geographic Isolation Rule 3)' in the **Information Booklet**.

▶ **Go to 76**

**73** Give details of the type of work you do that requires frequent moves.


 You may need to provide evidence. For more information, read 'Reason for applying for AIC – Work of parent(s) requires frequent moves' in the **Information Booklet**.


▶ **Go to 76**

**74** Give the name of the sibling for whom the second home was established.

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**75** Has an AIC form been lodged for the sibling in the year of study?

No

 Provide a statement explaining why this student (the sibling) must live in the second home to access education daily. For example, they were previously eligible for AIC but are now receiving or claiming Youth Allowance or ABSTUDY and are attending a local education institution.

▶ **Go to 93**

Yes  Student's Centrelink Reference Number (if known)

_ _	-	_ _	-	_ _	-	_
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▶ **Go to 93**

**76** Are you applying for Boarding Allowance?

No  **Go to 93**

Yes  **Go to next question**


**77** Do you wish to apply for the Additional Boarding Allowance which is income tested?

No  **Go to 93**

Yes  **Go to next question**

**78** Will you or do you (or your partner) receive a foster care or similar allowance for the student?

No

 Provide a statement from the relevant government agency showing the care arrangements and confirming an allowance is not received.

▶ **Go to 81**

Yes  **Go to next question**

**79** Will you or do you (or your partner) receive a foster care or similar allowance for the student for the whole calendar year?

No  **Go to next question**

Yes  **Go to 93**

**80** Period(s) you (and/or your partner) will receive a foster care or similar allowance for the student.

From	To
/ /	/ /
/ /	/ /
/ /	/ /

If there are more than 3 periods, provide a separate sheet with details.

**81** Other than Family Tax Benefit, do you (and/or your partner) receive any of the following:

- a pension, benefit, allowance or payment from the Department of Human Services
- an income and assets tested pension from the Department of Veterans' Affairs (DVA).

No  **Go to next question**

Yes  Give details below

Date payment started

/ /
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Type of assistance

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Centrelink Reference Number/  
Department of Veterans' Affairs number

	▶ <b>Go to 93</b>
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**82** Do you (and/or your partner) have a current Health Care Card from us?

This includes a Health Care Card automatically issued to a person receiving the maximum fortnightly rate of Family Tax Benefit Part A but NOT a Low Income Health Care Card or a card held on behalf of a child eligible for Carer Allowance or a card held by a person receiving Mobility Allowance.

No  **Go to next question**

Yes  Dates on card

From	To
/ /	/ /

**83 Read this before answering the following questions.**

All boxes in question 83 **MUST** be completed.  
**If you (and/or you partner) did not receive income from any of the following sources, write 'Nil' in the appropriate boxes.**

The **BASE tax year** is the financial year ending before 1 January of the year of study.

If you have had a large increase or decrease in income, read 'Parental income' in the **Information Booklet**.

Give your (and your partner's) income for the BASE tax year.

**A Australian taxable income even if below the threshold**

You	Your partner
\$	\$

**B All income from outside Australia received in that country's last financial year**

You	Your partner
Type of currency	Type of currency

**C Net investment losses**  
**Include** losses on investments/shares and rental properties, that is, negative gearing

You	Your partner
\$	\$

**D Reportable superannuation contributions paid by you (or your partner) or on your (or your partner's) behalf, for example, voluntary salary sacrificed amounts**

You	Your partner
\$	\$

**E All child support and partner maintenance payments you (and your partner) paid out**

You	Your partner
\$	\$

**F Exempt reportable fringe benefits**

You	Your partner
\$	\$

**G Other reportable fringe benefits**

You	Your partner
\$	\$

**H Tax free pensions and benefits**

You	Your partner
\$	\$

 Provide proof of your (and your partner's) income.

**84 Read this before answering the following questions.**

Rent verification is needed to work out the correct rate of payment for your AIC child. You may not be eligible to receive Rent Assistance from us but you may need to verify the rent you pay. You will need to complete a Rent Certificate if one is sent to you.

Do you (and/or your partner) pay rent?

No  **Go to 87**

Yes  **Go to next question**

**85 Do you (and/or your partner) receive Rent Assistance?**

No  **Go to next question**

Yes  **Go to 87**

**86 How much rent do you (and/or your partner) pay per day, week, fortnight, month or calendar year?**

\$ \_\_\_\_\_ per \_\_\_\_\_

**87 Read this before answering the following questions.**

Other dependent children includes children in your (or your partner's) care if:

- the child is being paid one of the following payments as a dependent, that is, their payment is also subject to the Parental Income Test:
  - Youth Allowance (YA),
  - ABSTUDY Living Allowance or School Fees Allowance,
  - Assistance for Isolated Children (AIC) Additional Boarding Allowance
- the child meets the definition of a Family Tax Benefit child where they are 0–19 years of age and if 16–19 years of age, they are studying at secondary school. If there is a shared care arrangement in place for the child, this may also be taken into account.

**Do NOT include:**

- the student you are claiming for on this form
- a child if they do not meet one of the criteria of a dependent child.

Are there any **other dependent children** in your family?

No  **Go to 93**

Yes  **Go to next question**

## Child 1

### 88 Dependent child's details

Family name

First given name

Date of birth

### 89 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 92**

Family Tax Benefit, as fortnightly payments  **Go to 92**

None of these payments, or claiming Family Tax Benefit as a lump sum  **Go to next question**

### 90 Do you (and/or your partner) share the care of this child with another person?

**Do not include** school/day care arrangements.

No  **Go to 92**

Yes  **Go to next question**

### 91 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be required before we are able to include them in the calculation of the AIC payment.

What is the percentage of your (and/or your partner's) care of this child?

### 92 Do you have another dependent child?

No  **Go to 93**

Yes  **Go to next question on the next column**

## Child 2

### 88 Dependent child's details

Family name

First given name

Date of birth

### 89 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 92**

Family Tax Benefit, as fortnightly payments  **Go to 92**

None of these payments, or claiming Family Tax Benefit as a lump sum  **Go to next question**

### 90 Do you (and/or your partner) share the care of this child with another person?

**Do not include** school/day care arrangements.

No  **Go to 92**

Yes  **Go to next question**

### 91 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be required before we are able to include them in the calculation of the AIC payment.

What is the percentage of your (and/or your partner's) care of this child?

### 92 Do you have another dependent child?

No  **Go to 93**

Yes  **Go to next question on the next page**

### Child 3

#### 88 Dependent child's details

Family name

First given name

Date of birth

#### 89 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 92**

Family Tax Benefit, as fortnightly payments  **Go to 92**

None of these payments, or claiming Family Tax Benefit as a lump sum  **Go to next question**

#### 90 Do you (and/or your partner) share the care of this child with another person?

**Do not include** school/day care arrangements.

No  **Go to 92**

Yes  **Go to next question**

#### 91 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be required before we are able to include them in the calculation of the AIC payment.

What is the percentage of your (and/or your partner's) care of this child?

#### 92 Do you have another dependent child?

No  **Go to 93**

Yes  **Go to next question on the next column**

### Child 4

#### 88 Dependent child's details

Family name

First given name

Date of birth

#### 89 Receiving, eligible for, or recently claimed one of these payments:

YA / ABSTUDY / AIC  **Go to 92**

Family Tax Benefit, as fortnightly payments  **Go to 92**

None of these payments, or claiming Family Tax Benefit as a lump sum  **Go to next question**

#### 90 Do you (and/or your partner) share the care of this child with another person?

**Do not include** school/day care arrangements.

No  **Go to 92**

Yes  **Go to next question**


#### 91 Read this before answering the following question.

If you do not know what percentage of care you have, or if the information does not match our records, a shared care assessment may be required before we are able to include them in the calculation of the AIC payment.

What is the percentage of your (and/or your partner's) care of this child?

#### 92 Do you have another dependent child?

No  **Go to 93**

Yes   Provide a separate sheet with details.  
**Go to next question**

**93** Who are payments to go to:

Payments will be made to you OR to an agent authorised by you.

If you direct payments to a school or boarding institution, you do not need to provide their account details. We will get this information direct from them.

If the amount paid is greater than the fees due, you should claim a refund on the difference from the institution.

Any AIC debt that occurs, even though payment was made to another person or an organisation, is still your responsibility.

You  **Go to 96**

The boarding institution  **Go to 97**

The school  **Go to 97**

Another agent  **Go to next question**

**94** Agent's name

Mr  Mrs  Miss  Ms  Other

Family name

First given name

Second given name

**95** Agent's address

Postcode

**96** Where do you want your payment made?

Check the account and branch numbers you provide are correct. Payments will be delayed if the account number is wrong. It is up to you to give the right number.

The bank, building society or credit union account can be in your name or your agent's name. A joint account is acceptable.

Name of bank, building society or credit union

Branch number (BSB)

Account number (this may not be the card number)

Account held in the name(s) of

**97** Read this before answering the following questions.

You are not breaking the law if you do not give us your (and your partner's) tax file number(s), but if you (and your partner) do not provide them to us, or authorise us to get them from the Australian Taxation Office, you may not be paid.

In giving us your (and your partner's) tax file number in relation to this claim you authorise us to use your (and your partner's) tax file number for other family assistance payments or social security payments and services in future where necessary.

Have you (and your partner) given us your tax file number(s) before?

No  **Go to next question**

Not sure  **Go to next question**

Yes  **Go to 99**

**98** Do you (and your partner) have a tax file number(s)?

**Note:** If you have a partner, their tax file number is only required to be provided if Additional Boarding Allowance is being claimed.

**You**

No  Call us on **132 318**.

Yes  Your tax file number --

**Your partner**

No  Call us on **132 318**.

Yes  Your partner's tax file number --

**Checklist**

**99** Which of the following forms and documents are you (and/or your partner) providing with this form?

Where you are asked to supply documents, provide original documents. In some circumstances copies may be accepted as detailed in the below checklist.

If you are not sure, check the question to see if you should provide the documents.

**Assistance for Isolated Children (AIC) Organisation details form (SY067)**   
*(if required for question 1)*

Copy of evidence you have an Australian visa or evidence of a New Zealand passport   
*(if you answered Yes at question 17 or question 18)*

Copy of evidence the student has an Australian visa or evidence of a New Zealand passport   
*(if you answered Yes at question 30 or question 31)*

Statement describing your relationship to student   
*((if you answered 'Other/guardian' at question 32)*

Statement describing why the person with primary care and responsibility for the student cannot apply   
*(if you answered No at question 33)*

**Continue to next page** ▶

Continued

Copy of the student's proof of age (If you answered No at <b>question 34</b> )	<input type="checkbox"/>
Provide certificate or statement from the state or territory authority confirming the period of the student's registration (if required at <b>question 42</b> )	<input type="checkbox"/>
<b>Assistance for Isolated Children Medical Statement – Student Special Needs form (SY099)</b> (if required for <b>question 61</b> )	<input type="checkbox"/>
Copy of evidence that you were aware of the change of family circumstances (if required for <b>question 65</b> )	<input type="checkbox"/>
Copy of evidence to support student needs to study from home, or special needs not catered for at a local school or home (If you answered Yes at <b>question 72</b> )	<input type="checkbox"/>
Copy of evidence that work of parent(s) require frequent moves (if required at <b>question 73</b> )	<input type="checkbox"/>
Statement why student (a sibling) must live in second home to access school daily (if you answered No at <b>question 75</b> )	<input type="checkbox"/>
A statement from government agency showing the care arrangement and confirming no allowance received (if you answered No at <b>question 78</b> )	<input type="checkbox"/>
Copy of proof of income (if required at <b>question 83</b> )	<input type="checkbox"/>
Details of additional other dependent children (If you answered Yes at <b>question 92</b> )	<input type="checkbox"/>

### Privacy notice

#### 100 You (and your partner) need to read this

##### Privacy and your personal information

Your personal information is protected by law (including the *Privacy Act 1988*) and is collected by the Australian Government Department of Human Services for the assessment and administration of payments and services. This information is required to process your application or claim.

Your information may be used by the department, or given to other parties where you have agreed to that, or where it is required or authorised by law (including for the purpose of research or conducting investigations).

You can get more information about the way in which the department will manage your personal information, including our privacy policy, at [humanservices.gov.au/privacy](http://humanservices.gov.au/privacy)

### Declaration

#### 101 I declare that:

- I have read and understand the list of events provided on pages 15 and 16 of the **Information Booklet**.
- the information I have provided in this form is complete and correct.

#### I understand that:

- the Australian Government Department of Human Services can make relevant enquiries to make sure I receive the correct entitlement.
- I must notify the Australian Government Department of Human Services of any change(s) to this information, **within 14 days** of the occurrence of any event listed on pages 15 and 16 of the **Information Booklet**.
- giving false or misleading information is a serious offence.

Your signature

Date

/ /

Your partner's signature (only if applying for income tested Additional Boarding Allowance)

Date

/ /

**AIC payments cannot start until this declaration is signed and the form is returned to us.**

#### AN IMPORTANT NOTE

Any AIC debt may be recovered by reducing any remaining payments you could receive. If you are no longer receiving AIC, you will have to arrange to repay the debt directly to us. The debt is always recovered from the applicant, not from the agent or student who receives AIC.

Continue to next page ►



## Important information you may wish to answer

### Read this before answering the following questions.

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to Aboriginal and Torres Strait Islander Australians.

Are you of Aboriginal or Torres Strait Islander Australian descent?  
If you are of both Aboriginal and Torres Strait Islander Australian descent, tick both 'Yes' boxes.

No

Yes – Aboriginal Australian

Yes – Torres Strait Islander Australian

Is the student of Aboriginal or Torres Strait Islander Australian descent?

If the student is of both Aboriginal and Torres Strait Islander Australian descent, tick both 'Yes' boxes.

No

Yes – Aboriginal Australian

Yes – Torres Strait Islander Australian

### Read this before answering the following questions.

This question is voluntary and will not affect your payment. If you do answer, the information will help us to continue to improve services to people of Australian South Sea Islander descent.

Australian South Sea Islanders are the descendants of Pacific Islander labourers brought from the Western Pacific in the 19th Century.

Are you of Australian South Sea Islander descent?

No

Yes

Is the student of Australian South Sea Islander descent?

No

Yes

## Returning your form

You can return this form and any supporting documents:

- **online** using your Centrelink online account. For more information, go to [humanservices.gov.au/submitdocumentsonline](https://humanservices.gov.au/submitdocumentsonline)
- **by post** to  
**Department of Human Services**  
**Student Services**  
**PO Box 7804**  
**CANBERRA BC ACT 2610**
- **by fax** to **1300 786 102**
- **in person** at one of our service centres, if you are not able to use your Centrelink online account.