



DTMR Code
RL

The information on the tear off page must be read before completing this form.

TMR use only
STIMS:

Section A - to be completed by parent/guardian

1 Parent/guardian details - Application must be in the name of the concession card holder*

*Where the student has a card in their own name, the parent/guardian should apply as the applicant but the person whose signature appears on the card must sign the cardholder certification at section 4.

Only the parent/guardian shown here will be able to alter or amend details for students listed in this application.

Title Family name Given name/s

Your principal place of residence (include property name and rural number if applicable)

Postcode

Postal address (If same as residential, please write 'as above')

Home telephone number Work telephone number Mobile telephone number

Email address (used to assist in faster processing)

Important: For fast processing, these details should be the same as those held by the student's school.

2 Reason for making this application

New application

Change of school Name of previous school attended Last date of enrolment

Change of address Previous residential address Last date at that address

Change of government assistance Previous assistance type (for example, Health Care Card) Date of change

Other Please provide details Date of change

It is important to advise the school of any change of address. If you don't it may affect your assistance.

3 Names of students applying for rail travel assistance

Important: Student details must match records held by the school attended.

Family name	Given name (as shown on concession card)	Other initials	Male/Female (M/F)	Year (grade)	Date of birth	Name of school attended
1.					/ /	
2.					/ /	
3.					/ /	
4.					/ /	

4 Government assistance details

Please provide details of the assistance type held by the applicant. Each student's individual reference number must be provided as well as the applicant's card number. If the student has a card in their own name and the parent/guardian has a card that also lists that student, please submit that application under the parent/guardian's concession card. You **must** supply a photocopy of current documentary evidence with your application. This copy must show the CRN of each student applying for assistance. If you don't it may delay approval of your assistance (refer section B).

Assistance type* HCC Health Care Card PCC - Pensioner Concession Card
 VA - Veterans' Affairs Pensioner Concession Card CPO - Child Protection Order

Applicant's name (as shown on card)	Assistance type* (please tick ✓)	CRN/Entitlement number (not needed for Child Protection Order)	Expiry date
	HCC <input type="checkbox"/> PCC <input type="checkbox"/> VA <input type="checkbox"/> CPO <input type="checkbox"/>		

Student's name (as shown on card)	Assistance type* (please tick ✓)	CRN/Entitlement number (not needed for Child Protection Order)	Expiry date
1.	HCC <input type="checkbox"/> PCC <input type="checkbox"/> VA <input type="checkbox"/> CPO <input type="checkbox"/>		
2.	HCC <input type="checkbox"/> PCC <input type="checkbox"/> VA <input type="checkbox"/> CPO <input type="checkbox"/>		
3.	HCC <input type="checkbox"/> PCC <input type="checkbox"/> VA <input type="checkbox"/> CPO <input type="checkbox"/>		
4.	HCC <input type="checkbox"/> PCC <input type="checkbox"/> VA <input type="checkbox"/> CPO <input type="checkbox"/>		

Cardholder Certification - must be signed by the cardholder

I authorise:

- the Department of Transport and Main Roads (TMR) to use the Centrelink Confirmation eServices to perform a Centrelink/ Department of Veteran Affairs' (DVA) enquiry of my Centrelink/DVA customer details, concession card status and/or original date of grant in order to enable TMR to determine if I qualify for the School Transport Assistance Scheme
- the Australian Government Department of Human Services to provide the results of that enquiry to TMR.

I understand that:

- TMR will use the information I have provided to confirm my eligibility for the School Transport Assistance Scheme
- the Department of Human Services will disclose to TMR personal information including my name, address, concession card type, original date of grant and status
- this consent, once signed, remains valid while I am a customer of TMR unless I withdraw it by contacting TMR or the Department of Human Services
- I can obtain proof of my circumstances/details from the Department of Human Services and provide it to TMR so that my eligibility for the School Transport Assistance Scheme can be determined
- if I withdraw my consent and do not provide proof of my concession/details I may not be eligible for the School Transport Assistance Scheme provided by TMR.

Signature of cardholder

Date

5 On what days will the student travel by rail?

(Please tick (✓) the days specifying am/pm - actual times are not needed)

Student's given name (as shown above)	First date of travel on this train this year	Monday		Tuesday		Wednesday		Thursday		Friday		Total number of days (am)	Total number of days (pm)
		am	pm	am	pm	am	pm	am	pm	am	pm		
1.													
2.													
3.													
4.													

6 What stations will the student travel between?

Important: Travel assistance is provided from the station nearest the student's residence to the station nearest to the school attended.

Given name (as shown on card)	Station from	Station to
1.		
2.		
3.		
4.		

7 Do you get or have you applied for other transport assistance for the students shown at section 3?

If yes, please provide details.

Family name	Given name	Type of assistance
1.		
2.		
3.		
4.		

8 Names of other students already receiving or applying for transport assistance

(including bus travel assistance and conveyance allowance)

Family name	Given name	Other initials	Date of birth	Name of school attended	Type of assistance received for this student or type applied for
1.			/ /		
2.			/ /		

9 Certification by parent/guardian

I certify that the above information provided is true and correct and I have read and agree to the conditions of travel as listed on the attachment of this application. I understand that I am required to complete a new application within seven days should there be any change in the information contained in this application. It is further understood that TMR reserves the right to withdraw travel assistance and recover monies paid, if investigations show the student/s to be ineligible. I understand that persons who intentionally provide false information to obtain a benefit may be liable to a fine under Section 149(3) of the *Transport Operations (Passenger Transport) Act 1994*.

In order to assess an applicant’s ongoing entitlement to assistance, TMR will verify the student’s personal details with the school attended and schools will disclose to TMR updated information for that purpose.

By signing the certification below I am authorising this exchange of information between TMR and schools.

Signature of parent/guardian

Date

Ensure that the certification at section 4 has also been signed by the cardholder.

Privacy statement: TMR collects the information on this form as authorised under the Transport Operations (Passenger Transport) Act to assess eligibility for rail safety-net assistance. These details are accessible by authorised TMR staff and may also be provided to Queensland Rail and Department of Education staff as required. Details on this form may also be given to the Department of Human Services, Department of Veterans’ Affairs and Child Safety Services. Your and the student’s personal details will not be disclosed by TMR to any other third party without your consent unless required to do so by the law or for the purpose of *Information Privacy Act 2009*.

Please send completed form to your nearest TMR office as listed on the tear off page of this form.

TMR use only							
Student’s name	Data entry details	Approval		# of zones	% of travel	Start date	Notes
		Yes	No				
1.							
2.							
3.							
4.							

Approving officer’s certification

I have assessed this application in accordance with the approved school transport policies and procedures and certify that the student/s is/are entitled to the level of assistance granted.

Officer’s signature

Date

Input officer’s certification

I have reviewed travel details on this application with details recorded in STIMS and confirm the student/s is/are not receiving assistance for the same journey/s approved on this application. Appropriate details have been accurately recorded in accordance with the STIMS user manual.

Officer’s signature

Date

Section B - What supporting documentation do I need to supply?

Note: A copy of supporting documentary evidence must accompany this application. Please ensure that the copy provided lists the CRN of each student applying for assistance. If you do not supply current documentary evidence, processing of this application will be delayed. If the student has a card in their own name and the parent/guardian has a card that also lists that student, please submit the application under the parent/guardian’s concession card.

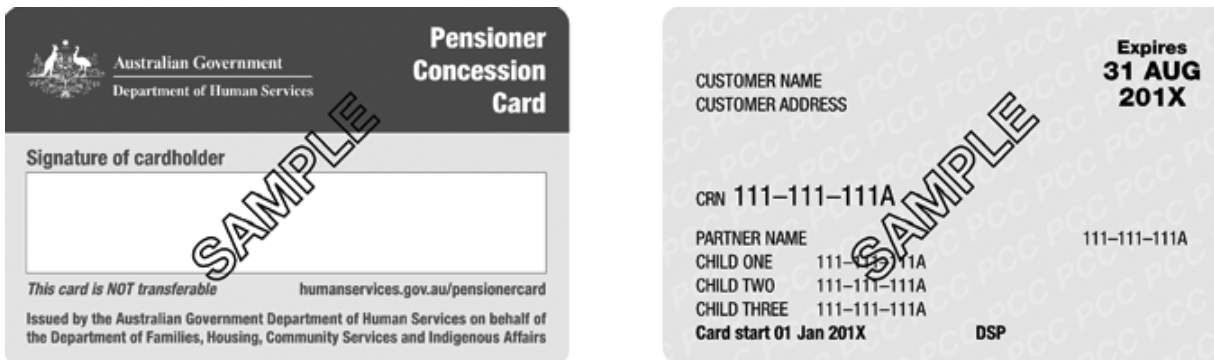
Health Care Card

You are required to supply your CRN and the CRN of each dependant you are wanting assistance for. This information is obtained from your Health Care Card (issued by the Department of Human Services).



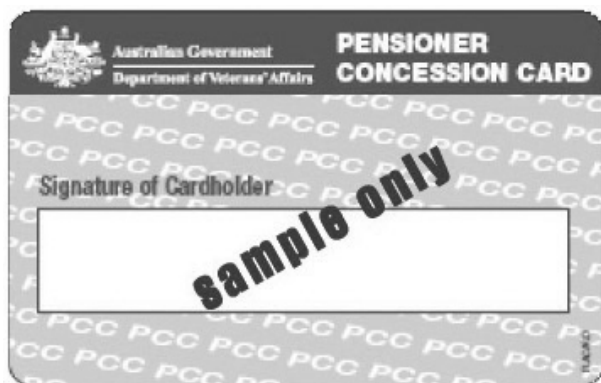
Pensioner Concession Card

You are required to supply your CRN and the CRN of each dependant you are wanting assistance for. This information is obtained from your Pensioner Concession Card (issued by the Department of Human Services).



Veterans’ Affairs Pensioner Concession Card

You are required to supply your entitlement number and the entitlement number of each dependant you are wanting assistance for. This information is obtained from your Veterans’ Affairs Card.



Child Protection Order

You are required to supply a copy of the ‘Authority to Care For a Child’ document issued by Child Safety Services. No additional supporting documentation will be required.



The instructions must be read before completing this form.
Please keep these pages for your records.

Applying for rail safety-net assistance

Complete this form if you wish to apply for rail safety-net travel assistance on the Queensland Rail Citytrain Network or the Gold Coast light rail tram network (G:link)

Fill in all questions on the form and attach your documentary evidence. If you do not, it may delay the processing of your form.

Return the completed form to your nearest TMR office as listed below.

TransLink SEQ

TransLink Sunshine Coast/Wide Bay

Southport

PO Box 10420
SOUTHPORT BC QLD 4215
Phone: 5585 1857
Fax: 5585 1858
Email: stgoldcoast@translink.com.au

Maroochydore

PO Box 111
MOOLOOLABA QLD 4557
Phone: 5452 1800
Fax: 5452 1818
Email: maroochydore.st@translink.com.au

Ipswich

PO Box 630
BOOVAL FAIR QLD 4304
Phone: 3813 8613
Fax: 3813 8605
Email: stipswich@translink.com.au

Carseldine

GPO Box 1412
BRISBANE QLD 4001
Phone: 3863 9849
Fax: 3863 9812
Email: carseldine.st@translink.com.au

The application can take up to 20 working days to process or longer if you have not completed the form properly. Parents/guardians will be required to pay the full cost of travel until interim approval is granted. These costs are not refundable.

Successful applicants will be issued with a STAS go card. This card must be activated before use. Advice on how to activate the go card will be provided with the card.

If the student changes school or address during the year, or if the government assistance you receive changes, you will need to reapply for assistance within seven days of the change occurring.

Eligibility This is only a brief summary. Contact your nearest office or go to www.translink.com.au/schooltransport

To be eligible for safety-net assistance the student must be listed as a dependant on the applicant's:

- Health Care Card (issued by the Department of Human Services)
- Pensioner Concession Card (issued by the Department of Human Services)
- Department of Veterans' Affairs Pensioner Concession Card.

Students who have a card issued in their own name, as well as students under a Child Protection Order issued by Child Safety Services may also qualify for assistance.

The student must also be:

- Attending an approved school in Queensland
- Under 19 at the time of application, unless they commenced full-time secondary study prior to their 19th birthday.

The student is not eligible if:

- The applicant is not a resident of Queensland
- They are from interstate or on student exchange.

Special things to note:

1. If more than one type of transport is being used by the student to get to school, they can only get safety-net assistance for one of them.
2. You can only get rail travel assistance from the station nearest the student's residence to the station nearest their school.
3. School transport assistance is available from only one address. This address must be the principal place of residence of the student's parent or guardian. For students under shared guardianship, parents must decide from which address they will apply for assistance.
4. If the STAS go card is lost, contact the TransLink Call Centre on 13 12 30 to cancel the old card and arrange for a replacement. Once the replacement card is received it will need to be activated.
5. The student must behave properly at all times when travelling, and should make sure that his/her school bag does not get in the way of other passengers.

The Department of Education is responsible for transport assistance for students with a disability. Please discuss eligibility requirements and assistance types for these students with the school attended.

Level of assistance

Travel assistance is provided from the station nearest to the student's residence to the station nearest to the school attended, for travel to and from school.

Change of circumstances

A new application form needs to be completed within seven days when a student changes school, address or government assistance. Parents must notify TMR within seven days when a student no longer uses the train.

TMR reserves the right to withdraw travel assistance and recover monies paid if investigations show the student to be ineligible. Persons who intentionally provide false information to obtain a benefit may be liable to a fine under Section 149(3) of the Transport Operations (Passenger Transport) Act.

TMR offices

Please contact your nearest office for further information on the School Transport Assistance Scheme or go to www.translink.com.au/schooltransport

TransLink SEQ

Southport

PO Box 10420
SOUTHPORT BC QLD 4215
Phone: 5585 1857
Fax: 5585 1858
Email: stgoldcoast@translink.com.au

TransLink Sunshine Coast/Wide Bay

Maroochydore

PO Box 111
MOOLOOLABA QLD 4557
Phone: 5452 1800
Fax: 5452 1818
Email: maroochydore.st@translink.com.au

Ipswich

PO Box 630
BOOVAL FAIR QLD 4304
Phone: 3813 8613
Fax: 3813 8605
Email: stipswich@translink.com.au

Carseldine

GPO Box 1412
BRISBANE QLD 4001
Phone: 3863 9849
Fax: 3863 9812
Email: carseldine.st@translink.com.au

Please read and remove this tear off page (not to be returned with this application)