



# MMS Scholarship Fund Principal's Bursary 2021 Application Form

# MMS Scholarship Fund Principal's Bursary 2021

The MMS Scholarship Fund Principal's Bursary 2021 was established to support families financially impacted by the COVID-19 pandemic following the successful Melbourne Montessori School Foundation Community Giving Day held last year.

The Bursary is awarded by the Principal to student(s) who embody the Montessori values of self-respect, acceptance of the uniqueness and dignity of the individual, kindness, peacefulness, compassion, empathy, honour, individual responsibility, and courage to speak from the heart. In addition, the COVID-19 pandemic has severely financially impacted the family of the student(s) and they may no longer be able to remain at the School, or are a prospective student(s) who may otherwise be unable to attend Melbourne Montessori School.

Thank you to the Melbourne Montessori School Community for generously supporting this initiative.

## Student Details PLEASE COMPLETE IN BLOCK LETTERS

Given Name	<input type="text"/>	Surname	<input type="text"/>
Preferred Name <small>IF DIFFERENT</small>	<input type="text"/>	Date of Birth	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>
Gender	<input type="checkbox"/> FEMALE <input type="checkbox"/> MALE <input type="checkbox"/> OTHER <small>PLEASE SPECIFY</small>	Country of Birth	<input type="text"/>
Current Year Level	<input type="text"/>	Nationality	<input type="text"/>
Current School <small>OR CHILDCARE CENTRE</small>	<input type="text"/>	Language(s) Spoken At Home <small>OTHER THAN ENGLISH</small>	<input type="text"/>
Length of time at Melbourne Montessori School or another Montessori School/Centre: <input type="text"/>			

### Personal Statement:

Is there anything that you would like us to know about you, including your ongoing commitment to a Montessori education?

## 2021 Prospective Student Entry Preference

<input type="checkbox"/> Cycle 1 <small>Prep Only</small>	<input type="checkbox"/> Cycle 2 <small>Year 1 to Year 3</small>	<input type="checkbox"/> Cycle 3 <small>Year 4 to Year 6</small>	<input type="checkbox"/> Cycle 4 <small>Year 7 to Year 9</small>	<input type="checkbox"/> Cycle 5 <small>Year 10 to Year 12</small>	<input type="checkbox"/> International Baccalaureate (IB) <input type="checkbox"/> Montessori Careers Programme (MCP)
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## Supporting Documents Checklist

Please include the following documents that are relevant to your Application. Melbourne Montessori School may request additional documents/information to assist with the assessment of your Application.

<input type="checkbox"/> BIRTH CERTIFICATE	<input type="checkbox"/> PASSPORT	<input type="checkbox"/> VISA GRANT NOTICE <small>OR APPLICATION RECEIPT</small>	<input type="checkbox"/> CITIZENSHIP CERTIFICATE
<input type="checkbox"/> JOB SEEKER / JOB KEEPER PAPERWORK	<input type="checkbox"/> FY20 TAX RETURN	<input type="checkbox"/> COURT ORDER <small>IF APPLICABLE</small>	<input type="checkbox"/> ANY OTHER SUPPORTING FINANCIAL DOCUMENTS

## Parent and Guardian Details

PLEASE COMPLETE IN BLOCK LETTERS

### PARENT 1 / GUARDIAN 1

Title MR / MRS / ETC.

Given

Preferred Name IF DIFFERENT

Surname

Gender **FEMALE** ☐ **MALE** ☐ **OTHER** ☐ PLEASE SPECIFY

Relationship to Student:

Country of Birth

Nationality

Home Address

Home Suburb

Home State  Home Postcode

Home Country IF OTHER THAN AUSTRALIA

Mobile

Email

Occupation

Employer

### PARENT 2 / GUARDIAN 2

Title MR / MRS / ETC.

Given

Preferred Name IF DIFFERENT

Surname

Gender **FEMALE** ☐ **MALE** ☐ **OTHER** ☐ PLEASE SPECIFY

Relationship to Student:

Country of Birth

Nationality

Home Address

Home Suburb

Home State  Home Postcode

Home Country IF OTHER THAN AUSTRALIA

Mobile

Email

Occupation

Employer

Student will reside with:

☐ BOTH PARENTS ☐ BOTH PARENTS (Shared Custody)  OTHER (Please Specify)

## Terms and Conditions

I/we accept and agree to be bound by the Terms and Conditions of Enrolment.  
I/we have read and understood the Terms of Business and Tuition Fee Schedule and agree to abide by these and any regulations in force at the School.  
I/we agree to pay promptly all fees and other money due to the School. If there is more than one Applicant, each is bound by the Terms and Conditions of Enrolment, including joint and several liability for payment of fees.

I/we accept the MMS Scholarship Fund eligibility and conditions:

- to show intent to keep our child/ren enrolled at Melbourne Montessori School for the full year
- each student requires a separate Application, including families with multiple children
- the Principal's Bursary 2021 will provide school fee assistance for 2021 only. All other associated fees/levies will be payable by the recipient

- the Principal's Bursary 2021 will include concessions issued on Term 1 fees and the remaining value of the MMSSF Principal's Bursary 2021 may be applied to school fees payable for Terms 2, 3 and/or 4
- to maintain school fee payment plans (if required) and agree the balance of the fees billed will not be in arrears for 2021
- to maintain the Principal's Bursary 2021 arrangement in strict confidence in accordance with the MMS Privacy and Confidentiality Policy
- an Australian citizen or permanent Australian resident, within the meaning of the Australian Citizenship Act 1948
- currently attending Melbourne Montessori School, or another School/Centre, in the primary or secondary years
- to submit a Principal's Bursary 2021 Application Form, and
- show financial hardship due to the COVID-19 pandemic.

## Parent Declaration and Signatures

**The MMS Scholarship Fund Principal's Bursary 2021 Application requires the signature of both parents. Where both signatures are not appended, the circumstances should be indicated to the School Registrar (enrolments@mms.vic.edu.au). If parents are divorced or sole custody, only one signature is required along with evidence of sole custodianship or a Court Order.**

I/we certify that all details supplied in this Application and in any attached documents are true and correct to the best of my knowledge.

I/we have read the Terms and Conditions provided with this Application form.

I/we agree to contact Melbourne Montessori School immediately if any information provided in this Application changes or is incorrect.

Parent 1  Date   /    /

Parent 2  Date   /    /

Guardian IF APPLICABLE  Date   /    /



# Frequently Asked Questions

## How do I apply?

Step 1: Complete the MMS Scholarship Fund Principal's Bursary 2021 Application Form  
Step 2: Attach all relevant supporting documents  
Step 3: Submit the Application by email to our School Registrar (enrolments@mms.vic.edu.au), scanned or photographed. Alternatively, place documents in a sealed envelope and deliver to Reception. If submitting in person, it should be placed in a sealed envelope marked PRIVATE & CONFIDENTIAL and addressed to the School Registrar.

## When do I need to apply by?

Please note the closing date for application submission is Wednesday 10 February 2021 at 5.00pm. Applications submitted after this deadline will not be accepted.

## When will I hear more?

All Applicants will be notified via email on Monday 1 March 2021 of their outcome, both successful and unsuccessful.

## Separated families

For separated families, family income is considered to be the joint income of both parties who signed the original student application for enrolment form. Details must be submitted by both parties to enable us to assess the application. If preferred, information from each party can be provided separately and will be consolidated into a single application upon receipt by the School. Information provided by one Applicant will not be shared with the other party to the application.

## What other documents should I attach to my Application?

Please refer to the checklist on the last page of this document to see what supporting documents are required.

## Why do I have to provide supporting documents?

Supporting documents are required to confirm the eligibility of each Application and to assess the Application against the criteria required to qualify for the MMS Scholarship Fund Principal's Bursary 2021.

## Who will assess my Application?

The Melbourne Montessori School Executive will assess your application as members of the Melbourne Montessori School Scholarship Fund (MMSSF) Application Assessment Committee. The MMSSF Application Assessment Committee will recommend the awarding of Bursaries to the MMS Foundation for final approval as the delegated authority to administer the MMS Scholarship Fund. All applications are confidential. No member of the teaching staff will have access to personal information.

## How will the information I provide be safeguarded?

The primary purpose of the information collected is to determine if you are eligible for a Bursary. Melbourne Montessori School has steps in place to protect the personal information it holds from misuse, loss, unauthorised access, modification or disclosure by use of various methods including locked storage of paper records and password access rights to computerised records. A copy of the School's Privacy Policy is available on request or can be viewed on the School's website: <https://melbournemontessori.vic.edu.au/privacy-confidentiality-policy/>

## Returning your Application

Check that you have answered all the questions, completed the checklist, read the Terms and Conditions, signed and dated the last page and attached all required supporting documentation. The MMS Scholarship Fund Principal's Bursary 2021 Application cannot be assessed without ALL relevant supporting information.

## Who can I speak with about my Application before I submit it?

For all enquiries regarding the MMS Scholarship Fund Principal's Bursary 2021, please contact our School Registrar by email (enrolments@mms.vic.edu.au).

