

## Application for exemption for a child or young person enrolled in a Queensland state school

This form is to be used for a child/young person who is currently enrolled in a Queensland state school to apply for an exemption from **compulsory schooling** or from the **compulsory participation phase**.

**Compulsory schooling** commences when a child is at least 6 years and 6 months old and ends when they turn 16 or complete Year 10, whichever is sooner.

A young person's **compulsory participation phase** starts when they stop being of compulsory school age (i.e. turns 16 or completes Year 10 whichever comes first) and ends when the person:

- gains a Certificate of Achievement, Senior Statement, Certificate III or Certificate IV; or
- has participated in eligible options for 2 years after the person stopped being of compulsory school age; or
- turns 17.

The following table lists eligible options and their provider:

| Eligible option  | Provider   |
|--|--|
| an educational program provided under the <i>Education (General Provisions) Act 2006 (Qld)</i>   | a state school   |
| an educational program provided under the <i>Education (Accreditation of Non-State Schools) Act 2001 (Qld)</i>                                 | a non-state school   |
| a course of study under the <i>Tertiary Education Quality and Standards Agency Act 2011 (Cwlth)</i>  | a registered higher education provider   |
| a course of vocational education and training provided under the <i>National Vocational Education and Training Regulatory Act 2011 (Cwlth)</i> | a registered training organisation   |
| an apprenticeship or traineeship under the <i>Further Education and Training Act 2014 (Qld)</i>  | a registered training organisation   |
| a departmental employment skills development program under the <i>Further Education and Training Act 2014 (Qld)</i>                            | the chief executive administering the <i>Further Education and Training Act 2014</i> |

### How to complete this form:

- Part A is to be **completed and signed by the parent, or by the young person if it would be inappropriate in the circumstances to require the signed consent of the parent (i.e. the young person is living independently of their parents)**. All supporting material should be attached to the application for consideration.
- Part B is to be **completed by the principal of the state school** for consideration and approval.

### Please note:

- An exemption from compulsory schooling is not required if the student is enrolled in the Preparatory Year and they are not yet of compulsory schooling age.
- No exemption is required from compulsory schooling if the student will be undertaking an apprenticeship or traineeship.
- If the principal declines to approve the application, an information notice outlining the decision, reasons for the decision and information about seeking a review of this decision will be given.



## Application for Exemption

### Privacy Notice

The Department of Education is collecting the information on this form to determine if a student is entitled to an exemption from compulsory schooling or an exemption from compulsory participation. This collection is authorised by ss.186 and 245 of the Education (General Provisions) Act 2006. Information from this form may also be disclosed to third parties as required or authorised by law. If you have concerns about the handling of your personal information, please contact the school principal in the first instance.

**(Please type or print clearly and COMPLETE ALL SECTIONS)**

| <b>Part A - To be completed by the parent/carer and/or young person</b>  |  |  |  |
|--|--|--|--|
| <b>Name of student in full</b>   |  |  |  |
| <b>Date of birth</b>   |  |  |  |
| <b>Name of school</b>  |  |  |  |
| <b>Year level</b>  |  |  |  |
| <b>Name of parent/carer</b>  |  |  |  |
| <b>Postal address</b>  |  |  | <b>Postcode</b>  |
|  |  |  |  |
| <b>Home phone</b>  |  | <b>Mobile phone</b>  |  |
| <b>Email address</b>   |  |  |  |
| <b>How many school days are you seeking an exemption for?</b>  |  | <b>Period for which exemption is sought (insert dates)</b> | <b>Start:</b>  |
|  |  |  | <b>End:</b><br>(this should be the date immediately prior to you/your child's return to school or eligible option) |
| <b>Reason/s for seeking exemption</b><br><br><b>Why you/your child cannot attend school, or why it would be unreasonable in all the circumstances to require you/your child to attend school?</b><br><br>(please provide details or attach supporting documentation) |  |  |  |
| <b>Signature of parent/carer</b>   |  |  | <b>Date</b>  |
| <b>Signature of student (only if in the compulsory participation phase)</b>  |  |  | <b>Date</b>  |

**Please forward the completed application form and any attachments to the school principal for consideration and approval. Written notification of the decision regarding this application will be sent to the parent/carer and/or young person.**



**Part B - To be completed by the school principal (internal purposes only)**

|  |  |  |
|--|--|--|
| <b>Application for exemption from:</b>   | <input type="checkbox"/> Compulsory schooling<br><input type="checkbox"/> Compulsory participation |  |
| <b>Is the student in Year 10 or 15 years of age?</b><br>If 'Yes', a Queensland Curriculum and Assessment Authority student learning account should be established, if it has not already been done so, prior to an exemption being granted | <input type="checkbox"/> Yes<br><input type="checkbox"/> No  | <input type="checkbox"/> QCAA Account Number |

**Decision (please tick whichever is appropriate)**

I grant an exemption for this student and the parent/carer and/or young person has been advised.

\_\_\_\_\_ Date

Signature of principal

\_\_\_\_\_

Name of principal

I do not grant an exemption for this student.

I grant an exemption with the following condition/s:

I grant an exemption with the following change/s to what has been requested:

I grant a partial exemption (for students in the compulsory participation phase only)

**NOTE:** My decision, materials considered, findings of fact and reasons for my decision are set out in an information notice, which has been sent to the young person and/or parent/carer, as required by the *Education (General Provisions) Act 2006*.

\_\_\_\_\_ Date

Signature of principal

\_\_\_\_\_

Name of principal