



## 2012 COMMUNITY LANGUAGES SCHOOLS PROGRAM

### APPLICATION FOR FUNDING SUPPORT

Please complete, sign and return this application form, as soon as possible but no later than **30 April, 2012 to:**

Mr Kypros Kyprianou  
Senior Project Officer, Community Languages Schools  
Languages and Multicultural Education Resource Centre (LMERC)  
150 Palmerston Street  
CARLTON 3053

**Before completing this application form it is important that you read the attached guidelines. Compliance with these guidelines will determine the outcome of your application**

You should keep a copy of the completed application form for your own records.

If you require any further information, or wish to discuss any of the questions, please contact Mr Kypros Kyprianou by telephone on (03) 9349 2861.

**1\*. Applicant's details**

Incorporated name: .....

Address: .....  
.....Postcode: .....

Telephone: .....Facsimile: .....

Mobile: .....

E-mail: .....

Australian Business Number (ABN): .....

**Information provided in this submission which is marked by an \* could be released to the public if requested. Please state your preference below.**

YES I agree

NO I do not agree

2. Please provide details of two applicants who will take responsibility for this application.

**Applicant 1**

Mr Mrs Ms Miss Dr Rev Father Sister Other \_\_\_\_\_ (Please circle)

Family name \_\_\_\_\_ Given names \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ (home) \_\_\_\_\_ (work)

What position does Applicant 1 hold in this organisation or community group?  
\_\_\_\_\_

**I certify that the information in this application is true and correct and that the community-based after hours school is operating on a non-profit making basis.**

**Signature of Applicant 1** \_\_\_\_\_

**Applicant 2**

Mr Mrs Ms Miss Dr Rev Father Sister Other \_\_\_\_\_ (Please circle)

Family name \_\_\_\_\_ Given names \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone \_\_\_\_\_ (home) \_\_\_\_\_ (work)

What position does Applicant 2 hold in this organisation or community group?  
\_\_\_\_\_

**I certify that the information in this application is true and correct and that the community-based after hours school is operating on a non-profit making basis.**

**Signature of Applicant 2** \_\_\_\_\_

3. Language(s) taught at the Community Languages School:

1. .... 2. ....

4. Does the Community Languages School have an agreement with any mainstream school to provide tuition for the students from the mainstream school?  
**Yes/No** - Please circle as appropriate.  
 If **Yes**, please indicate the school(s) and numbers of students involved and the terms of any such agreements eg. in return for free accommodation at the school.

**Please note that these students must not be included in question 8.**

School(s)	No. of students

5. Provide the banking details for your organisation/school **only** if they have changed since September 2011.  
**Account name:** .....  
**Bank name:** .....  
**BSB no:** ..... **Account no:** .....

6\*. Is your Community Languages School an Accredited VCE Provider with the Victorian Curriculum and Assessment Authority (VCAA)?  
**Yes/No** - Please circle as appropriate.  
**If yes, please attach copy of certificate issued by VCAA for 2012. (Refer to Attachment A)**

7. In which year did your school begin classes for the first time?  
 (Applies to schools which submit for funding for the first time in 2012)  
 Month \_\_\_\_\_ Year

8. What is the total number of students for whom you are claiming funding in 2012?

9\* Tuition fee structure for your school for 2012. Please specify.

- 1<sup>st</sup> student within a family: \$..... 2<sup>nd</sup> student within the same family: \$.....
- 3<sup>rd</sup> student within the same family: \$..... 4<sup>th</sup> student within the same family: \$.....
- 5<sup>th</sup> student within the same family: \$.....

10. Estimated total tuition fees for your school for 2012: \$.....

11. Average tuition fee per family for 2012: \$ .....

12\*. Please list the number of students enrolled at each year level  
 Prep:\_\_\_\_, Gr1:\_\_\_\_, Gr2:\_\_\_\_, Gr3:\_\_\_\_, Gr4:\_\_\_\_, Gr5:\_\_\_\_, Gr6:\_\_\_\_  
 Yr7:\_\_\_\_, Yr8:\_\_\_\_, Yr9:\_\_\_\_, Yr10:\_\_\_\_, Yr11:\_\_\_\_, Yr12:\_\_\_\_

13. What professional development activities did your staff participate in during 2011?  
 Please list/describe the professional development activities.

\_\_\_\_\_

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14\*. Location and day/s the classes operate. Please provide details.

Campus address	G*, C*, I*O*	Students	Day of operation	Hours of operation	DEECD Region	Local government area
<i>Caulfield PS Glenhuntly Rd South Caulfield</i>	<i>G</i>	<i>76</i>	<i>Saturday</i>	<i>9.00-1.00</i>	<i>Southern</i>	<i>Glen Eira</i>

G: Government school, C: Catholic school, I: Independent school O: Own building

15. Is your school/organization applying for funding for students attending a new campus?  
Please tick. YES  NO  .

Have you received approval from DEECD for the new campus? YES  NO  If **YES** please provide details.

Campus address	No of students	Day of operation	Hours of operation	DEECD Region	Local government area

16\*. What is the average language instruction time for each class per week? (DO NOT include instruction in other areas of the curriculum, conducted in the language)  
Circle as appropriate.

Less than 2.5 hours    2.5 hours    3 hours    4 hours    5 hours    6 hours or more

17. If the Community Languages School/organisation/community group hires the venue, what is the current rental cost per annum? \$\_\_\_\_\_ for \_\_\_\_\_ rooms.

**Do you hire:** Government schools buildings?   
Catholic or independent schools buildings?   
Other?

Please tick appropriate box.

18\*. Teacher qualifications: Please complete the following table for all teachers

Number of VIT Registered teachers	Number of teachers with overseas/interstate teaching qualifications	Number of teachers without teaching qualifications _____
Primary _____ Secondary _____	Primary _____ Secondary _____	How many have completed a minimum 25 hours tertiary LOTE Methodology program? .....

**Forms which have not been completed in full will not be processed and will be returned to the applicant**