The Education Assistance Scheme (EAS) can provide assistance towards the costs of tutoring students, boarding costs for secondary students in their critical years and accommodation costs for tertiary students.

EAS is aimed at minimising the disruption to a child’s schooling, caused as a result of a Defence posting.

It is not meant to replace the support which would normally be the responsibility of the member.

**Education assistance at member’s locality of posting**

**TUTORING ASSISTANCE**

Reimbursement may be provided for tuition for primary and secondary children within the first 18 months of enrolment at the new schools, if the children experience educational disruption as a result of a posting.

The entitlement is for 1 hour per subject per week for 14 weeks.

If the subject is compulsory but has not been studied before, the entitlement is 1 hour per week for 6 months.

If the child is in the final critical years of schooling and the subject is not provided at the new locality, tutoring may be provided for a 12 month period in order for that subject to be studied.

**SPECIAL NEEDS ASSISTANCE**

The EAS provides assistance for assessment, therapy and additional support for students who are receiving these services in the locality prior to posting, and cannot access these services in the State/Territory system at their new posting.

Financial limits are set, similar to those provided with tutoring assistance.

Tuition fees may also be provided for a child with special needs to attend a non-government school, or toward board and tuition costs at a school in another locality, which can specifically address the needs of the child.

Further support for Special Needs children is provided at *PACMAN Volume 2, Chapter 8, Part 6*.

**Education assistance at other locality**

**BOARDING**

Assistance toward board and tuition costs for students in Years 9, 10, 11 and 12 may be provided when the child is required to remain in the existing locality or relocate to another locality in order to maintain consistency in education. Parental contribution applies.

**TERTIARY ASSISTANCE**

Assistance may be provided toward accommodation costs for students who are undertaking or wishing to undertake an initial tertiary education course not at the locality of residence.

**STUDENT REUNION TRAVEL**

Assistance may be provided for students in receipt of the Tertiary Assistance and the
boarding school element of the Education Assistance Scheme for travel, in order to be reunited with parents.

**SCHOLARSHIP ALLOWANCE**

Assistance may be provided for students in receipt of education scholarships or bursaries in the losing locality who are unable to transfer the scholarship or bursary to the new locality. Evidence of the scholarship or bursary is required.

**Application for assistance**

Refer to Education Assistance Scheme: *PACMAN Volume 2, Chapter 8, Part 4.*

An application for all aspects of the EAS is made through the Customer Service Centre/ orderly room/accounts office at your local unit. Forms are available on WEBFORMS, or through your shopfront or REDLO.

**TUTORING**

Application: AD301
Principal/teacher certifies child needs extra help.
Form is submitted to CO/OC/REDLO for approval.
If approved, member engages tutor.
Receipts from tutor forwarded to Shopfront for reimbursement.
Discretionary Approval: AD301-1

**BOARDING**

Application: AD302
Application forwarded through Unit to DCO Headquarters (Canberra).
Supporting documentation is required.

**TERTIARY**

Application: AD303
Application forwarded through Unit to DCO Headquarters (Canberra),
Supporting documentation is required.

**SPECIAL NEEDS**

Procedure as per tutoring element
Further support at *PACMAN Volume 2 Chapter 8 Part 6.*
Discretionary approval is available for special circumstances through DCOHQ.
For further information contact your REDLO.

**Regional Education Liaison Officer contact details**

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