

Attn: SEAD Project Officer
System Performance
151 Royal Street, East Perth, 6004
FAX: 9264 5069

**STUDENT ENROLMENT ADDITIONAL DETAILS
RESOURCE CLAIM APPLICATION**

SCHOOL NAME:

SCHOOL CODE:

NUMBER OF FORMS PROCESSED

*Any form that has supplied
some data for updating on
your system is considered
as a processed form.*

PRINCIPAL'S SIGNATURE:

DATE:

NB: This document is auditable under the Financial Administration and Audit Act (FAAA) and the accountable officer must ensure its accuracy.

Relief Entitlement

Claims can be made against the amount of forms processed. The table below sets out the relief entitlement for additional administration staff. The calculation is based on 60 forms being processed in one half day. Replacement staff cost is based on \$175.00 per full day.

Number of Forms	Relief Days	Number of Forms	Relief Days
1 - 60	0.5	481 - 540	4.5
61 - 120	1.0	541 - 600	5.0
121 - 180	1.5	601 - 660	5.5
181 - 240	2.0	661 - 720	6.0
241 - 300	2.5	721 - 780	6.5
301 - 360	3.0	781 - 840	7.0
361 - 420	3.5	841 - 900	7.5
421 - 480	4.0	901 - 960	8.0