

## How to Give QTAC Your Detailed Income and Assets Statement from Centrelink

### When does QTAC require a Detailed Income and Assets Statement from Centrelink as evidence of Financial Hardship?

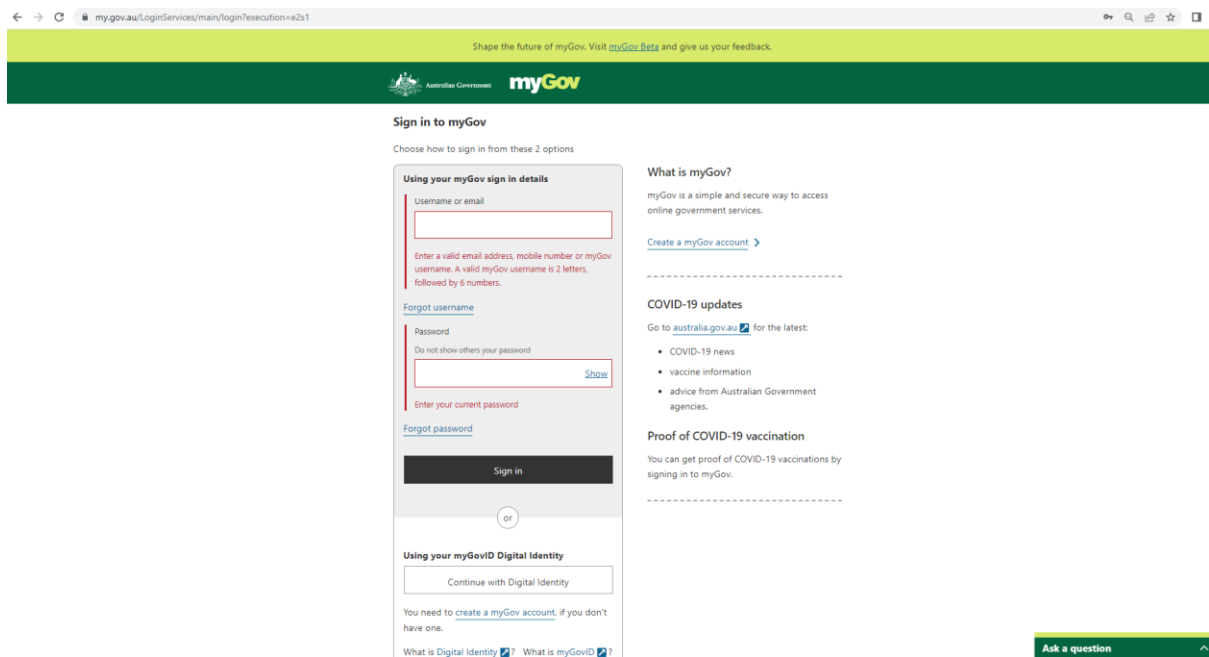
If your parent/guardian or partner is receiving an eligible Centrelink benefit at the maximum rate and you wish to make a claim in the EAS Financial Hardship category, then you will need to supply QTAC with the most recent Detailed Income and Assets Statement from Centrelink for the person receiving the benefit.

This document is required because QTAC cannot verify benefits directly with Centrelink for parent/guardians or partners. We can only verify benefits directly when the QTAC applicant is the person receiving the benefit.

Detailed instructions on how to download the required document can be found below.

### How to download an Income Statement from Centrelink

1. Open a web browser and go to <https://my.gov.au/>



The screenshot shows the myGov login page. At the top, there is a navigation bar with the Australian Government logo and the myGov logo. Below this, the page is titled "Sign in to myGov" and offers two options for signing in: "Using your myGov sign in details" and "Using your myGovID Digital Identity". The "Using your myGov sign in details" option includes a form with fields for "Username or email" and "Password", along with a "Sign in" button. The "Using your myGovID Digital Identity" option includes a "Continue with Digital Identity" button. On the right side of the page, there is a "What is myGov?" section, a "COVID-19 updates" section, and a "Proof of COVID-19 vaccination" section. At the bottom right, there is a green button labeled "Ask a question".

2. Log into MyGov with your username and password and go to the Centrelink section.

Shape the future of myGov. Visit [myGov Beta](#) and give us your feedback.

**myGov** Home Services Inbox Account settings Sign out

Good morning [redacted] [redacted]




Alerts

- Government support for natural disasters**  
If you're significantly affected by a natural disaster in a declared area, you may be eligible for support. [Apply for support >](#)
- Government support for Coronavirus.** If your circumstances are affected by Coronavirus (COVID-19), you may be eligible for support. [Apply for support >](#)
- Connect your myGovID Digital Identity to your myGov account.** [Connect Digital Identity >](#)  
Your Digital Identity is a simple, safe, secure way to prove who you are online. [Remind me later](#)

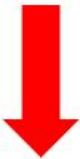
Quick links

- Proof of COVID-19 vaccination**  
[Go to Medicare >](#)

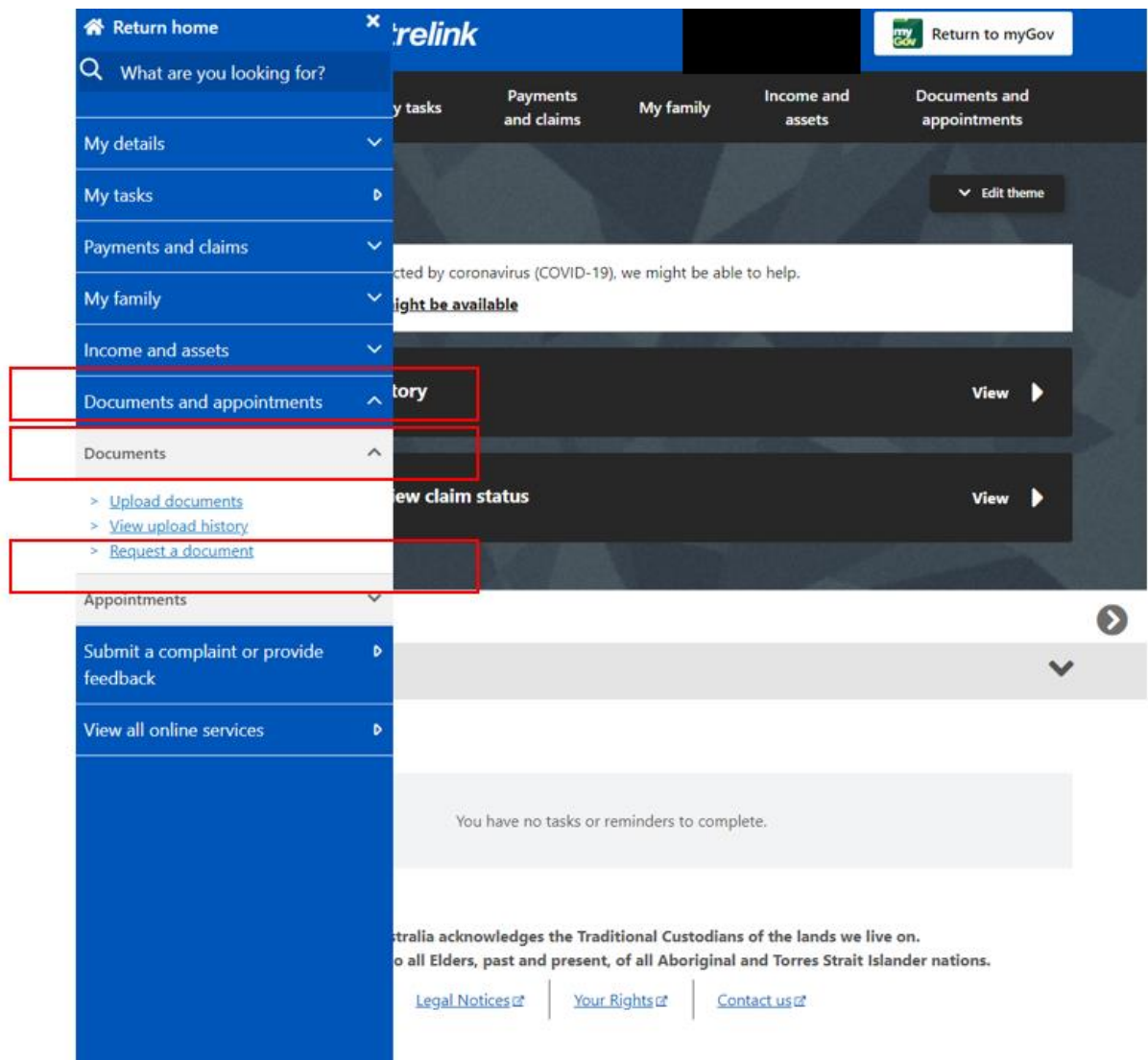
Your services

 Medicare	 Centrelink	 Australian Taxation Office
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[Link another service >](#)



3. Select Documents and Appointments, followed by Documents, and request a document.



4. Request a Detailed Income and Assets Statement.

Home > Request a document

## Request a document

What document do you need?

[Document type](#) Please select

[Back](#) [Submit](#)

5. Click on the delivered document name to view.

### Request a document

### Receipt

Document delivered

Receipt ID	000001
Full name:	John Citizen
CRN:	123456789A
Date/time:	27 July 2020 10:48 am AEST
Delivered:	<a href="#">Income Statement (approximately 100KB)</a>

*Did you know;* you can subscribe to receive your [letters online](#).

[Request another document](#) [Finish](#)

6. Make sure you have the Detailed Income and Assets Statement by checking against the example document below. If you supply the incorrect document or if any of the key details are not consistent with financial hardship, QTAC will not be able to make you eligible.

Locked Bag 7834 Canberra Bc, ACT 2610

██████████  
CLKILETTERNUMBER

Reference: xxxxxxxx

██████████

Full Name  
Address

Date of Issue

This Income Statement shows information we hold about you on your Centrelink record. If you decide to show this information to anyone else for any reason, you can choose to show all the information or to block some information out.

**Income Statement**

DOB Day/Month/Year  
Customer Partnered N  
Maximum Rate Youth Allowance Y  
Number of Children Assessed 0

**Previous regular entitlements and payments**

Payment Type	Amount	Date Paid	Date of Grant
Youth Allowance	\$XXX	DD/MM/YYYY	DD/MM/YYYY
Energy Supplement	\$XX	DD/MM/YYYY	DD/MM/YY
Coronavirus Supplement	\$XXX	DD/MM/YYYY	DD/MM/YY
GST Component	\$XX	DD/MM/YYYY	DD/MM/YY

The Coronavirus Supplement is a temporary payment. You should not rely on this payment when planning long term budget needs or capacity to repay loans.

**Previous irregular payments**  
There are no previous irregular payments to report.

**Deductions from your payment**  
There are no deduction details to report.

Continued on the back

**Contact information**

If you have any questions about this letter please ring:

132 490 OR  
13 1202 for Multilingual Services

Monday — Friday 8.00 am — 5.00 pm  
(Please quote reference number XXX XXX XXX)

Your local Centrelink Office:  
78 East Street  
Ipswich QLD 4305  
P O Box 7800

Office Hours:  
Monday to Friday 8.30am to 4.30pm

servicesaustralia.gov.au

Name & DOB consistent with QTAC application

Date of issue close to date of QTAC application

Name of eligible benefit

Maximum rate Yes

Correct payment amount

Continued from previous page

**Future regular entitlements and payments**

<b>Payment Type</b>	<b>Amount</b>	<b>Date to be paid</b>	<b>Date of Grant</b>
Youth Allowance	\$XX	DD/MM/YYYY	DD/MM/YYYY
Energy Supplement	\$XX	DD/MM/YYYY	DD/MM/YYYY
Coronavirus Supplement	\$XX	DD/MM/YYYY	DD/MM/YYYY
GST Component	\$XX	DD/MM/YYYY	DD/MM/YYYY

\* The Coronavirus Supplement is a temporary payment. You should not rely on this payment when planning long term budget needs or capacity to repay loans.

**Future irregular payments**

There are no future irregular payments to report.

**Details of your Income (Not including Centrelink payments)**

<b>Income Type</b>	<b>Amount</b>	<b>Frequency</b>	<b>Date of Effect</b>
Casual Earnings	\$XXXX	Income For One Period	DD/MM/YYYY
Financial Investment Income	\$XX	Annually	DD/MM/YYYY

**Details of your Assets**

<b>Asset Type</b>	<b>Value</b>	<b>Date of Effect</b>
Cash/Investments/Savings	\$XXXX	DD/MM/YYYY

If any of the above details are incorrect, please contact us as soon as possible.

Your reference number is XXXXXXXX.

Asset details consistent with financial hardship



- Save a PDF copy to your computer and select finish.
- Upload the file to your QTAC EAS Financial Hardship application via applicant online services: <https://www.qtac.edu.au/application-services/> . You can also email to documents@qtac.edu.au

The image shows two screenshots of the QTAC website. The top screenshot is the homepage, featuring a navigation bar with 'Apply or Log In' and 'Course Search' buttons. A red arrow points to the 'Apply or Log In' button, which is enclosed in a red box. Below the navigation bar is a banner with the text 'Connecting people to opportunities in a world of unimagined possibilities.' and a navigation menu with 'ATAR Registration', 'QTAC Application', 'Key Dates', 'Course Search', and 'Career Finder'. The main content area includes 'COVID-19 Vaccination Requirements 2022' and 'Educational Access Scheme' sections. The bottom screenshot shows the 'Application Services' page with the heading 'Check and change your application'. A red arrow points to the 'Log In' button, which is also enclosed in a red box. To the right of the 'Log In' button is a 'Create Account' button. Below these buttons is a list of application services and a list of frequently asked questions.

- Check your QTAC application and associated email address regularly in case the EAS assessors contact you for more information.