



Parliament and Civics Education Rebate

Application Form

The Parliament and Civics Education Rebate (PACER) Programme provides a travel subsidy for Year 4–12 students across Australia to visit Parliament House, Old Parliament House and the Australian War Memorial and other national institutions as part of their civics and citizenship education. The PACER programme is funded by the Department of Education, Science and Training.

Teachers should read the guidelines on the reverse of this application form carefully before completing the form.

- ❖ A COPY OF THE EXCURSION ITINERARY MUST BE ATTACHED TO THIS FORM.
- ❖ One form is to be completed per school if more than one school is involved in a travel group.
- ❖ To calculate distances please use www.whereis.com.au

PLEASE PRINT

Name of School: _____

Postal Address: _____

City: _____ State: _____ Postcode: _____

Phone: () _____ Facsimile: () _____

Email: _____

Distance from School to Canberra (by road using www.whereis.com.au): _____ km

Teacher In Charge: _____

Coach/Bus/Airline Company: _____

Date of Visit to Canberra _____ Arrive: _____ Depart: _____

Number of Eligible Students on Excursion: _____ Number of Adults Accompanying Excursion: _____

Please enter the number of students in each year level travelling to Canberra:

Year 4: _____ Year 5: _____ Year 6: _____ Year 7: _____ Year 8: _____

Year 9: _____ Year 10: _____ Year 11: _____ Year 12: _____

How/Where did you hear about the rebate? _____

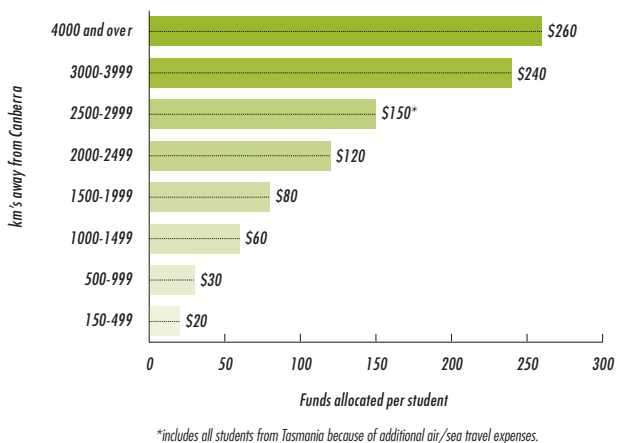
Objective

The PACER programme encourages students' on-site learning about national democratic, historical and cultural institutions. The programme will benefit students living further than 150 kilometres from Canberra.

Funding

The programme operates as a rebate which is paid direct to schools after they have met the eligibility requirements for funding. The payment is a subsidy and is not meant to cover all costs. Distances are calculated by road to Canberra using the most favourable travelling routes which are not necessarily the shortest. The website www.whereis.com.au will be used to determine this.

Funds are allocated on a per student basis at rates varying according to distance travelled. The distance criteria (zones) are as follows:



Funds should be used to reduce the costs for individual students.

Schools are encouraged to apply early as applications for funding will be dealt with in order of receipt. As there is a limited amount of funding, teachers are encouraged to apply as early as possible. Each application will be dealt with in order of receipt until funds are exhausted. At this point a waiting list will be created in the case of cancellations.

Eligibility

To be eligible for the subsidy, students must be enrolled with a recognised education provider (generally a school) 150 km or more away from the Canberra GPO and be part of a school excursion group whose principal purpose for travelling

to Canberra is to enhance student learning in civics and citizenship education. School groups whose principal purpose for visiting the National Capital is to engage in sporting or social activities are NOT eligible for funding.

A student is only eligible for the subsidy once per calendar year and the onus is on the school to ensure that each student for whom the funding is claimed has not, to the best of the school's knowledge, received the subsidy previously.

Teachers or other adults accompanying the students are not eligible for a rebate. Funding will be available to students in years 4-12 only.

Teachers will need to submit an application three weeks prior to the excursion. To be eligible for the subsidy, **prior** approval must be obtained.

On approval of your application, teachers will be provided with appropriate paperwork to complete.

Requirements

Students are required to visit:

- ❖ Parliament House (including, wherever possible, taking a guided educational tour, participating in a Parliamentary Education Office Program and meeting their local Member/Senator);
- ❖ Old Parliament House (OPH) (including wherever possible, undertaking an educational programme and visiting the Electoral Educational Centre located in OPH);
- ❖ the Australian War Memorial; and
- ❖ other national civic institutions where possible

Teachers must ensure:

- ❖ Funding provided and activities undertaken are reported in your school newsletter or equivalent. (sample letter available);
- ❖ Use of current civics and citizenship education resources in preparation for the visit;
- ❖ Civics and citizenship unit/course outlines or equivalent are provided;
- ❖ The paperwork provided on approval of PACER application is completed and returned soon after the excursion.