

2013 (2012 data) Financial Questionnaire for Non-Government Schools

**School Contact and Auditor Details**

**School Details**

DEEWR Number:  
 Name:  
 Address:  
 Suburb:  
 State:  
 Postcode:

**School Contact Person Details**

Title:  
 First Name:  
 Family Name:  
 Position:  
 Telephone No:  
 Fax No:  
 Email:

**School Auditor Details**

First Name:  
 Family Name:  
 Telephone No:  
 Company:  
 Membership Level  
 and Registration  
 Number:

Qualifications of Auditor: Please select the option that identifies the auditor's professional qualifications:

- A registered company auditor in a State or Territory, under the Part 9.2 of the Corporations Act 2001.
- A member of the Institute of Chartered Accountants in Australia.
- A member of CPA Australia.
- A member of the Institute of Public Accountants.

**General Information**

**General Accounting Information**

Item	Tuition	Description
GI.010		Accounting Method used (Tick one as applicable)
<input type="checkbox"/>	Cash	
<input type="checkbox"/>	Accrual	

DEEWR Question No. EW0983\_13

Year 1 Minus 2 (and lower)				
			<p>This section should be completed by schools which operate a Year 1 minus 2 (and lower) program but CANNOT separately identify all the income and expenditure related to that program. You should report Full-Time Equivalent (FTE) of the students.</p> <p>Please be aware that for the purposes of populating <i>My School</i> finance reports, the amounts reported by your school in the FQ will be assumed to only apply to school students (Year 1 minus 1 to Year 12 only). Enrolments reported below in GI.030 will not be included to calculate the per student income amounts reported on <i>My School</i>. As an alternative to reporting enrolments in GI.030, you may choose to prorate your income and expenses so that the amounts reported in the FQ only relate to school students.</p>	
Item	Tuition			Description
GI.030				FTE of Year 1 minus 2 (and lower) students
GI.040				FTE of Primary Students as at the 2012 Census (exclude Year 1 minus 2 and lower but include Year 1 minus 1 students).

**Recurrent Income**

School Fees				
Item	Tuition	Boarding	System Allocation	Description
RI.010				Fees and Charges (excluding Overseas Students)

Other Fee Related Income				
Item	Tuition	Boarding	System Allocation	Description
RI.020				Income from excursions/trips
RI.030				Other receipts from students
RI.040				ABSTUDY Allowances Paid Direct to School
RI.050				Total Income from Overseas Students

Private Income				
Item	Tuition	Boarding	System Allocation	Description
RI.060				Private Income

State Government Recurrent Grants				
Item	Tuition	Boarding	System Allocation	Description
RI.070				State Government Recurrent Grants
RI.080				State Government Education Allowances
RI.090				State Government Interest Subsidy

Commonwealth Government Recurrent Grants				
Item	Tuition	Boarding	System Allocation	Description
RI.100				Commonwealth Government General Recurrent Grants Program
RI.110				Indigenous Education (including FSI for Indigenous Language Speaking Students)
RI.120				All other Commonwealth Government Recurrent Grants (excluding General Recurrent Grants)

Total Recurrent Income				
Item	Tuition	Boarding	System Allocation	Description
RI.130	\$0	\$0	\$0	Total Recurrent Income

Capital Income				
<b>Government Capital Grants</b>				
Item	Tuition	Boarding	System Allocation	Description
CI.010				Commonwealth Government Capital Grants
CI.020				State Government Capital Grants
<b>Capital Fees and Levies</b>				
Item	Tuition	Boarding	System Allocation	Description
CI.030				Fee/levies allocated for capital purposes
CI.040				Capital funds received from Overseas Students
<b>Other Capital Income</b>				
Item	Tuition	Boarding	System Allocation	Description
CI.050				Other Capital Income
<b>Total Capital Income</b>				
Item	Tuition	Boarding	System Allocation	Description
CI.060	\$0	\$0	\$0	Total Capital Income
<b>Recurrent Expenditure</b>				
<b>Salaries and Allowances</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.030				General Teaching Staff - lay and religious
RE.040				Salaries - all other staff
<b>Salary related Expenses</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.050				Other Staff Related Expenses
RE.060				Superannuation (Employer Contribution only)
RE.070				Long Service Leave ( Expense/Provision for Long Service Leave and Annual Leave)
<b>Office and Administrative Expenses</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.080				Operating Expenses
<b>Property and Building Expenses</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.090				Buildings and grounds - operations, building and equipment - maintenance
<b>Interest Expenses</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.100				Interest - Bank overdraft and recurrent loans
RE.110				Interest - Capital and bridging loans and finance leases
<b>Depreciation and Amortisation</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.120				Amortisation - Leasehold Land and Building and assets under finance leases and hire purchase agreements
RE.130				Depreciation
<b>Bad Debts</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.140				Total Bad and Doubtful Debts Expense
<b>Total Recurrent Expenditure</b>				
Item	Tuition	Boarding	System Allocation	Description
RE.150	\$0	\$0	\$0	Total Recurrent Expenditure

### Capital Expenditure

Capital Expenditure				
Item	Tuition	Boarding	System Allocation	Description
CE.010				Land, Buildings and Improvements
CE.020				Other Capital Expenditure

### Total Capital Expenditure

Item	Tuition	Boarding	System Allocation	Description
CE.030	\$0	\$0	\$0	Total Capital Expenditure

### Trading Activities

Trading Activities				
Item	Tuition	Boarding	System Allocation	Description
Income from Trading Activities				
TA.010				Trading Activities Income
Expenditure from Trading Activities				
TA.020				Trading Activities Expenditure

### Loans

Refundable Enrolment Deposits				
Item	Tuition	Boarding	System Allocation	Description
LN.010				Opening Balance
LN.020				Closing Balance

Loans for Recurrent Purposes				
Item	Tuition	Boarding	System Allocation	Description
LN.030				Opening Balance
LN.040				Closing Balance

Loans for Capital Purposes				
Item	Tuition	Boarding	System Allocation	Description
LN.050				Opening Balance
LN.060				Principal Repayments
LN.070				Drawdowns
LN.080				Closing Balance

### General Financial Information

Cash and Cash Equivalents				
Item	Amount			Description
GF.010				Cash and Cash Equivalents

Current Assets and Liabilities				
Item	Amount			Description
GF.020				Total Current Assets
GF.030				Total Current Liabilities

Non-Current Assets and Liabilities				
Item	Amount			Description
GF.040				Total Non Current Assets
GF.050				Total Non-Current Liabilities

<b>My School</b>
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Commonwealth Grants				
Item	Tuition	Boarding	System Allocation	Description
MS.010				Commonwealth Government Capital Grants received in the 2012 program year (identified at CI.010) that were spent and recorded as capital expenditure in the 2012 program year
MS.020				Commonwealth Government Capital Grants spent and recorded as capital expenditure in the 2012 program year where the grant was received in a year other than the 2012 program year

State Government Grants				
Item	Tuition	Boarding	System Allocation	Description
MS.030				State/Territory Government Capital Grants received in the 2012 program year (identified at CI.010) that were spent and recorded as capital expenditure in the 2012 program year
MS.040				State/Territory Government Capital Grants spent and recorded as capital expenditure where the grant was received in a year other than the 2012 program year

Capital Fees and Levies and Other Capital Income				
Item	Tuition	Boarding	System Allocation	Description
MS.050				Amount of private capital income (a component of the sum of CI.030, CI.040 and CI.050) spent on capital expenditure in the current year and reported at CE.030
MS.060				Amount of private capital income (a component of the sum of CI.030, CI.040 and CI.050) allocated to capital expenditure in future years
MS.070				Amount of private capital income (a component of the sum of CI.030, CI.040, and CI.050) used for debt servicing of capital loans, (reported through RE.110 and LN.060)
MS.080				Amount of private capital income (a component of the sum of CI.030, CI.040, and CI.050) used for recurrent expenditure or other purposes in the current year

Capital Expenditure Funded Through Capital Loans				
Item	Tuition	Boarding	System Allocation	Description
MS.090				Amount of capital expenditure in the 2012 program year that was funded by drawdowns (identified at LN.070) from capital loans
MS.100				Amount of principal and interest repayments for capital purposes (identified at LN.060, RE.110) funded from the sale of assets, loan refinancing, cash reserves and/or government capital grants

Source of Funds used for Capital Expenditure in the year excluding Recurrent Income and Retained Earnings				
Item	Tuition	Boarding	System Allocation	Description
MS.110	\$0	\$0	\$0	The funds used for capital expenditure in the year excluding recurrent income and retained earnings