

Youth Payment Partner application



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIATO ORA

Why not apply online?

Go to **workandincome.govt.nz**.

If you need more information go to our **website** or call us on **0800 559 009** and say “youth” when you’re asked why you’re calling.

We suggest that you read pages 1 to 4 of this application form before starting to fill it in, so you get a feel for what’s needed.

Youth Payment

Youth Payment is for young people aged 16 or 17 who don’t have dependent children, and are in need of financial assistance. For example if you’re:

- single, you may qualify if you can’t live with your parents or guardian, and you can’t get financial support from them or anyone
- married, in a civil union or de facto relationship with a partner who meets certain requirements.


When you get Youth Payment you’ll need to work with a Youth Service provider who’ll provide on-going support and guidance. You’ll also need to meet some other conditions.

We want you to have the skills to get a job that will help you have a better future. It’s important you stay in or get back to into education, training or work-based learning.

The information we collect on this application form will help us to work out what help we can give you.

What you need to do next

You need to do several things before a Youth Service provider can help you.

1. Carry out any activities we ask you to do to help you prepare for or stay in education, training or work-based learning.
2. Fill out this application form.
3. Get other people to fill out parts of the application form, if you need to (for example, if you’re applying for a Disability Allowance, a health practitioner needs to fill out the Disability Allowance medical certificate).
4. Collect all the documents you need to show us. We tell you about these documents in the application form (look for the ) and we also have a list on pages 3 and 4.
5. Bring this application form and the documents to a meeting with your Youth Service provider. If you don’t already have a meeting arranged, contact us on **0800 559 009** and say “youth” when you’re asked why you’re calling.

You must give us all the information we need.

If you don’t have all the information we need, talk with us and we may be able to help.

If we find out later that any information you give us is not true, or that you knew information you should have told us and did not tell us, we may stop your payments. You might need to pay money back. In some cases you could even be prosecuted.

Our commitment to YOU



We will get to know you, your situation and your needs

Ka mōhio ki a koe

We will make sure you understand everything you need to know



We will use your feedback to improve our service

know you

We will respect your privacy and be clear about how we use your information and who we share it with



We will let you know everything you may be eligible for

Ka tautoko i a koe

We will help you however we can, as soon as we can



The information we give you will be accessible and consistent no matter how you contact us

support you

We will be honest about our mistakes and put them right



We will respect you and what is important to you

Ka mahi tahi ki a koe

We will work together to achieve shared goals



We will let you know your options, rights and obligations

with you

Our actions will follow our words



How did **wedo?**

Let us know by visiting msd.govt.nz/feedback or call us on 0800 559 009

Youth Payment Partner

what to bring



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Once you've filled out the application form, use this checklist to tick off all the documents you need for your meeting with the Youth Service provider.

Talk to us if you don't have any of the documents, have given them to us recently or if there might be a delay in getting them.

What you need to bring

INFORMATION NOTE:
Documents need to be originals, or copies of documents that have been certified as a **true copy** by a Solicitor/Lawyer, Notary Public, Registrar of the Court or Justice of the Peace.

Proof of who you are:

For you

If you were born in New Zealand, bring one type of official identification that has your full legal name and your date of birth (for example, your birth certificate, passport, driver licence, firearms licence, deed poll).

If you were born overseas, bring proof that you have a right to live in New Zealand (for example, a citizenship certificate, a New Zealand passport, a passport from another country with residence class visa or proof of permanent residence).

If your name has changed, bring your marriage certificate, deed poll, or other proof of the name change.

You need to bring **two** more documents that help to prove who you are (for example, a bank statement, phone or power account, driver licence, letter from school).

A form or letter from Inland Revenue showing your tax number.

Proof of your bank account details, such as a bank statement or deposit slip.

One of the documents above must be at least two years old

There are more things you need to bring in the table over the page.

Applicant form

Depending on answers in the applicant form (pages 5 to 20) you may need to bring:

	For you	For your partner (if you have one)
Your marriage or civil union certificate, for a current relationship.	<input type="checkbox"/>	
Reports you may already have that relate to any reason why you can't live with your parents/step-parents or guardians or get support from them.	<input type="checkbox"/>	
A letter from your school to confirm you're enrolled there (if you're a full-time student).	<input type="checkbox"/>	
Proof that you're participating in a training course or work-based learning.	<input type="checkbox"/>	
Your school leaving certificate (only if you've recently left school).	<input type="checkbox"/>	
A medical certificate if you have a health condition, injury or disability that stops you participating in education, training or work-based learning.	<input type="checkbox"/>	
Proof of any before-tax income for the 52 weeks before the application (for example, wages, holiday pay and any other income) and details of your income for the last 26 weeks.	<input type="checkbox"/>	<input type="checkbox"/>
Trust documents, if you're involved in a trust (for example, trust deed, deed of debt, gift statements, accounts).	<input type="checkbox"/>	<input type="checkbox"/>
Proof of your weekly living expenses including accommodation, power, phone and any hire purchase or loan agreements you may have.	<input type="checkbox"/>	<input type="checkbox"/>
Proof of your assets and their value.	<input type="checkbox"/>	<input type="checkbox"/>

Extra help forms

Depending on your answers in the extra help forms (pages 21 to 30), you may need to bring:

	For you	For your partner (if you have one)
If you're applying for a Disability Allowance:		
• proof of health-related costs	<input type="checkbox"/>	
• a Disability Allowance medical certificate.	<input type="checkbox"/>	
If you're applying for an Accommodation Supplement:		
• proof of accommodation costs	<input type="checkbox"/>	<input type="checkbox"/>
• proof of your assets and their value.	<input type="checkbox"/>	<input type="checkbox"/>
If you're applying for Temporary Additional Support:		
• proof of any essential ongoing costs	<input type="checkbox"/>	<input type="checkbox"/>
• proof of accommodation costs	<input type="checkbox"/>	<input type="checkbox"/>
• proof of your assets and their value.	<input type="checkbox"/>	<input type="checkbox"/>

Youth Payment Partner applicant form



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myMSD

Apply online instead
It's quicker and easier

my.ms.govt.nz

In the applicant form, 'you', 'your', and 'yourself' means the person applying for Youth Payment.

If we say 'your partner' this only applies to you if you have one.

Tell us about yourself

If you've received a benefit or extra financial help from us before, write your client number here if you know it. This number can be found on your Community Services Card if you have one.

Client number

 | |

Tell us the names you've been known by

1

What is your full name?

Mr Mrs Ms Miss Other

First and middle names

Surname or family name

ATTACHMENT FOR Q1:

Bring proof of your identity. What you need to bring is explained on page 3.

2

Is the name on your birth certificate the same as above?

No Yes

Tell us the name that is on your birth certificate

First and middle names

Surname or family name

HOW TO ANSWER Q3:

For example, have you had married names, English names, changes by deed poll, or aliases?

3

Have you ever been known by any other name?

No Yes

Write them all out below

1.

2.

ATTACHMENT FOR Q3:

Bring your marriage certificate, deed poll, or other proof of any name change.

4

What name would you like us to call you?

The name I wrote in Question 1 The name I wrote in Question 2

Other

Write the full name

Tell us more about you

5

What date were you born?

Day	Month	Year

6

Are you:

Male Female Gender diverse

7

What is your Inland Revenue tax number?

--	--	--	--	--	--	--	--	--	--

8

What bank account would you want your payments to be paid into?

The account is in the name of:

The account number is:

0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99
---	---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

ATTACHMENT FOR Q7:
Bring a form or letter from Inland Revenue showing your tax number.

ATTACHMENT FOR Q8:
You need to provide proof of your bank account details, such as a bank statement.

Tell us how we can contact you

9

Where do you live?

Flat/House number Street Name

Suburb

Town/City

HOW TO ANSWER Q9:
If you live in a rural area, flat/house number could include your RAPID number, fire number, emergency services number.

HOW TO ANSWER Q10:
Mailing address can include a PO Box, rural delivery details, or C/O address.

10

Is your mailing address different from where you live?

No Yes

HOW TO ANSWER Q11:
Please only give us contact details you'd like us to use.

11

How else can we contact you?

Tick the best way for us to contact you

Home phone	()	
Mobile phone	()	
Other phone	()	

12

Do you agree to get text messages and emails from us?

No Yes I don't have an email address

Tell us your ethnicity

13

INFORMATION FOR Q13:

We collect this information for statistics we use in research and future development work.

Tick the group(s) you most identify with.

Māori → Which tribe(s) or iwi?
 New Zealand European Niuean Samoan Indian
 Other European Tolelauan Tongan Chinese
 Cook Island Māori Other ↓ Please write below Don't want to answer

Tell us about your residence status

14

Do you usually live in New Zealand?

No Yes

HOW TO ANSWER Q14:

This means you consider New Zealand your home, you're a legal resident, you usually live here and you intend to stay.

15

What best describes your residence status in New Zealand? Tick only one box.

New Zealand citizen by birth **Go to question 18**
 Granted New Zealand citizenship → Date citizenship granted
Day Month Year
Go to question 16
 Granted permanent residency → Date permanent residence granted
Day Month Year
Go to question 16
 Other ↓ What is your residence status?

ATTACHMENT FOR Q14:

If you answer 'No' you'll need to provide proof of your assets and their value (page 20).

16

When did you arrive in New Zealand?

Day Month Year

17

What country were you born in?

HOW TO ANSWER Q18:

Please answer even if you're a New Zealand citizen by birth.

18

Have you lived in New Zealand continuously for at least two years since you became a New Zealand citizen or permanent resident?

No Yes

ATTACHMENT FOR Q18:

If you answer 'No' you'll need to provide proof of your assets and their value (page 20).

Tell us if you've lived or worked overseas

19

Have you ever lived or worked in any countries outside of New Zealand?

No **Go to question 22** Yes **↓ Please provide details below**

INFORMATION FOR Q19:

Periods of overseas residence may:

- affect entitlement to some benefits
- mean you're eligible for an overseas benefit or pension.
- For more information, phone **0800 777 227**.

HOW TO ANSWER Q19:

Your reason for being in a country may be that you were there for a working holiday, you were living there, you were born there.

Name of country	Date you entered this country	Date you left this country	Reason for being in this country
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	

20

Do you receive or qualify for a social security benefit, pension or allowance from overseas?

No **Go to question 22**
 Yes **↓ Tick the box that best describes your benefit, pension or allowance**

- Retirement or old age
 Superannuation
 Disability or health condition
 Widow or survivor
 Child or dependent
 War related
 Other

ATTACHMENT FOR Q21:

You'll need to show us proof of these payments, such as a pension certificate.

21

If you ticked 'Yes' for question 20, please give details of the payments you receive.

	Payment 1	Payment 2
What country does the payment come from?		
How much do you get each time the payment is made (in overseas currency)?		
Is this amount before or after tax?		
How often do you get the payment (for example: weekly, fortnightly, monthly)?		
What is the name of your pension, allowance or benefit?		
What is the payment reference number?		

Oranga Tamariki

22

Have you recently been in the care of Oranga Tamariki?

No
 Yes **↓ What date are you leaving/did you leave their care?**

Day	Month	Year

INFORMATION FOR Q22:

We'll contact Oranga Tamariki to find out the type of involvement you had with them and when you left their care.

Tell us about the situation with your parents/step-parents/guardians

For single people who have never been married, in a civil union or de facto relationship, we sometimes need to get information about your circumstances from an assessment provider, school counsellor, parents and/or wider family.

Tell us about your situation 23

What are the names, addresses and phone numbers of your parents/step-parents/guardians?

24 Are you living at your parent's/step-parent's/guardian's home?

 No

↓ What date did you leave?

Day	Month	Year

 Yes

Please talk with your Youth Service provider or Work and Income about this

Go to question 26

25 Please tell us why you're not living with them.

INFORMATION FOR Q26:

Examples of any other person include:

- partner/boyfriend/girlfriend
- family/relatives
- friends.

26 Do you get any money from your parents/step-parents/guardians or any other person?

 No

 Yes

↓ Please provide details below

Who do you get money from?	How much
	\$
	\$

27 Why aren't you getting any support from your parents/step-parents/guardians?

28 Has the relationship with your parents/step-parents/guardians broken down?

 No

Go to question 31

 Yes

29 How long have you been experiencing problems with your parents/step-parents/guardians?

30 Are you seeing a social worker or counsellor because of the relationship breakdown?

 No Yes

Please provide their name and organisation below

Tell us about the people in your household

Dependent children

31 Do you have dependent children in your care?

 No Yes

Please talk to your Youth Service provider or Work and Income about this

Tell us about your relationship status

Definition of a relationship for benefit purposes

Whether people are single or a couple affects eligibility for certain income assistance and the rate at which we can pay that assistance.

When we determine your entitlement to income assistance, we'll consider you to be in a relationship if you're married, in a civil union, or in a de facto relationship, and have a degree of companionship.

By degree of companionship, we mean two people:

- are committed to each other emotionally for the foreseeable future, *and*
- are financially interdependent.

To give you a better idea of what we mean by this, think about whether your relationship includes some of the things below:

- you live together at the same address most of the time
- you share responsibilities, for example bringing up children (if any)
- you socialise and holiday together
- you share money, bank accounts or credit cards
- you share household bills
- you have a sexual relationship
- people think of you as a couple
- you give each other emotional support and companionship.

HOW TO ANSWER Q32:

Tick this statement to confirm you understand the definition of a relationship for benefit purposes.

If you don't understand what we mean by a relationship please leave this blank until you talk with us. In the meantime, go to question 37.

32

Do you understand our definition of a relationship?

I understand the definition of a relationship for benefit purposes

33

Do you have a partner?

By 'partner' we mean someone you're in a relationship with. If you're not sure, please leave this section blank until you talk to us. In the meantime, go to question 37.

No **Go to question 37** Yes

34

What is your partner's full name?

35

What is your partner's date of birth?

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

ATTACHMENT FOR Q36:

Bring your marriage or civil union certificate for your current relationship.

36

What is your relationship status with your partner?

↓ Please tick one of the following boxes

Married In a civil union In a relationship

Tell us about your education and training

Tell us about your study and training

37

Have you finished full-time study or training?

No **Go to question 39** Yes

ATTACHMENT FOR Q38:

You'll need to provide proof if you stopped attending.

38

Why did you stop attending?

HOW TO ANSWER Q39:

If you're unsure whether your course meets the full-time criteria, check with your education provider.

39

Are you enrolled in full-time study at a school, university, college of education, Wānanga, or private training establishment?

No **Go to question 40**

Yes ↓ **What's the name of the place you attend?**

Tell us about health conditions, injuries or disabilities

Tell us about your ability to work

40

Do you have a health condition, injury or disability?

No

[Go to question 52](#)

Yes



Please tell us what your health condition, injury or disability is

ATTACHMENT FOR Q40:

If you answered 'yes' you need to provide a medical certificate from a health practitioner.

41

Please describe (in your own words) how your health condition, injury or disability limits your ability to participate in education, training or work-based learning.

Tell us about any ACC cover

42

Do you have an injury, or does your health condition or disability result from an injury or accident?

No

[Go to question 50](#)

Yes

43

When did the injury or accident happen?

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

44

How did the injury or accident happen?

45

Have you applied, or will you apply, for earnings-related accident compensation payments?

No



Please write the reasons you're not applying

[Go to question 50](#)

Yes

46

Who will make these payments?

ACC

Another workplace accident insurer

[Go to question 50](#)

47 Have you applied to ACC?

No [Go to question 50](#)

Yes [↓ Which ACC office did you apply at?](#)

48 When did you apply?

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

49 What is your ACC reference number?

Tell us about any insurance cover

50 Do you have insurance to replace all or part of your income if you can't work?

No [Go to question 52](#)

Yes [↓ Please write the name of the insurance company or scheme below](#)

51 How much do you expect to get from insurance, before tax?

Weekly \$ Lump sum \$

Tell us about your work in the last 52 weeks

By 'work' we mean any employment you get paid or get other advantages for, such as free or subsidised board, payments in kind, or drawings from a business.

Answer this section about your work

52 Have you worked in the last 52 weeks?

No [Go to question 63](#) Yes

53 Are you working?

No [Go to question 57](#) Yes

HOW TO ANSWER Q54:

By full-time, we mean you generally work at least 30 hours a week.

If you have more than one job please record details of your other employers on a separate sheet of paper.

For each job include the information asked for in questions 54, 55 and 56.

54

What type of work do you do?

- Full-time Part-time Casual
- Seasonal Self-employed Voluntary

55

Who are you working for?

Employer's name

Employer's address

Employer's phone number

Employer's email and fax

HOW TO ANSWER Q54:

Include the amount you're paid and also the value of things you get from your employer instead of money.

If your income varies week to week – provide an average (for example, the average of your last four weeks pay).

56

How much are you paid each week?

Type of payment (include goods or services)	Amount before tax	Amount after tax
<input style="width: 90%;" type="text"/>	\$	\$
<input style="width: 90%;" type="text"/>	\$	\$
<input style="width: 90%;" type="text"/>	\$	\$
<input style="width: 90%;" type="text"/>	\$	\$

Tell us about any work during the last 52 weeks that has finished

57

Have you had any work in the last 52 weeks that you're no longer doing?

- No Go to question 63 Yes

58

Who did you last work for?

Employer's name

Employer's address

Employer's phone number

Employer's email and fax

HOW TO ANSWER Q57:

If you've had more than one job end in the last 52 weeks please record details of all other employers on a separate sheet of paper.

For each job include the employer's:

- name
- address
- phone number
- email and/or fax, and
- the start and end dates.

59

How long did you work there?

Date you started work

Day Month Year

Date of last day at work

Day Month Year

60

Why did this work end?

[Empty text box for answer]

HOW TO ANSWER Q61:

Holiday pay includes long-service leave payments and termination pay includes payments in lieu of notice.

61

Did you get any of the following payments when you left?

- No
- Yes

Go to question 63

Please tick the box and write in the before-tax amount

- Sick pay \$ []
- Holiday pay \$ []
- Termination pay \$ []
- Redundancy pay \$ []
- Other \$ []

HOW TO ANSWER Q62:

Don't include any of the payments you got in Q61.

62

How much was your pay for the four weeks before you left?

Before tax	After tax
\$ []	\$ []
\$ []	\$ []
\$ []	\$ []
\$ []	\$ []

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Tell us about your income and assets

Tell us about income in the last 52 weeks?

63

Did you get income from any of the following sources in the last 52 weeks?

↓ Tick one box in each line below

Wages or salary	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Termination pay	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Redundancy pay	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Accident compensation (eg ACC)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Income insurance (replacement/protection)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Farm or business income	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Payments from self employment or contract work	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Interest from savings, investments, or bonds	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Dividends from shares, unit trusts, or managed funds	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Income from rents	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Payments from boarders or flatmates	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Child Support payments	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Other income for a child	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Maintenance payments	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Payments from a former partner	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Student Allowance, scholarship or, Student Loan living cost payments	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Overseas pension, benefit or allowance payments	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Other superannuation or retirement scheme income (government or private)	<input type="checkbox"/> No	<input type="checkbox"/> Yes	
Income from an estate, if you've inherited money	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Income from trusts	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner
Other	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> Jointly with partner

ATTACHMENT FOR Q63:

Bring a copy of your business accounts.

INFORMATION FOR Q63:

In this application form, 'partner' means the person you're married to or in a civil union or relationship with, not a business partner.

64

Did you answer 'yes' or 'jointly with partner' to any of the sources of income listed in question 63?

No Yes

↓ Tell us the total before-tax amounts, for the last 52 weeks

Where did the income come from?	Payment made to?	
	You	Jointly with partner
	\$	\$
	\$	\$
	\$	\$
	\$	\$

ATTACHMENT FOR Q64:

You need to show us proof of income you've received in the last 52 weeks and details of your income for the last 26 weeks.

HOW TO ANSWER Q65:

Other types of payment include advantages such as free or subsidised goods and services (for example, free food, subsidised accommodation).

65

Did you get other types of payment apart from money in the last 52 weeks?

No Yes

↓ Please tell us about the type of payment and its value

Type of payment	Where did it come from?	Its value
		\$
		\$
		\$
		\$

HOW TO ANSWER Q66:

How often do you expect the payment, such as weekly, fortnightly, monthly, one-off.

The types of income you need to include here are listed on page 15.

66

Do you expect to get income or other payments in the next 52 weeks?

No Yes

↓ Please write the details below. Tell us the before-tax amounts

Where will the payment come from?	You	Payment made to? Jointly with partner	How often do you expect the payment?
	\$	\$	
	\$	\$	
	\$	\$	
	\$	\$	

Are you involved with a trust?

67

Are you involved in a trust, or have you ever been involved in a trust?

'Involved' means one or more of the following:

- you've set up a trust, usually by making a gift of assets or property
- you've sold or gifted assets to a trust
- you make decisions about managing a trust
- you benefit from a trust; for example, by receiving income such as trust distributions.

No Yes

↓ Please write the name of the trust

Empty text box for writing the name of the trust.

ATTACHMENT FOR Q67:

You'll need to show us trust documents, such as the trust deed, deed of debt, gift statements, accounts

Tell us about your assets

68

Do you or your partner have any of the following cash assets?

- Money in bank or other savings No Yes
- Bonus Bonds, shares, debentures or stocks No Yes
- Money lent to other people or organisations No Yes
- Other cash assets No Yes

69

If you answered 'yes' to any of the assets listed above, please write the details below.

Type of asset	You	Your partner	Jointly owned
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$

HOW TO ANSWER Q70:

Examples of property you don't live in include land, holiday homes, bach/crib, investment properties.

70

Do you or your partner have any of the following non-cash assets?

- Property you don't live in No Yes
- Boat or caravan No Yes
- Other No Yes

71

If you answered 'yes' to any of the non-cash assets listed above, please write the details below.

Type of asset	How much is it worth?	How much do you owe on it?
	\$	\$
	\$	\$
	\$	\$
	\$	\$

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Extra help form: Accommodation Supplement

The Accommodation Supplement helps with rent, board, or home ownership costs.

Tell us if you want to apply 72

Do you want to apply for the Accommodation Supplement?

No [Go to question 88](#) Yes

If you answered 'yes' you'll need to provide proof of your assets and their value (page 18)

Tell us who you live with 73

Do you live alone?

No [Please write below the names of the others you live with](#) Yes

First name	Surname or family name	Relationship to you

Tell us about rental costs 74

Do you pay rent?

No [Go to question 80](#) Yes

INFORMATION FOR Q74: 75

By rent we mean the amount you pay is for your accommodation only and doesn't include other costs such as food or electricity.

Do you pay rent to Kāinga Ora (previously Housing New Zealand) or an approved community housing provider?

No Yes [Go to question 88. You won't be able to get Accommodation Supplement](#)

76 **What is the total amount of rent paid each week for your home?**

\$

ATTACHMENT FOR Q77: 77

You may need to show proof of what you pay for rent.

How much of this total amount do you pay for you and your family?

\$

ATTACHMENT FOR Q78: 78

You may need to show proof of what you pay for water rates.

Do you pay water rates separately from your rent?

No Yes [Tell us how much you pay](#)

\$ How often?

79 **What is the name, address and telephone number of the person or organisation you pay rent to?**

[Go to question 88](#)

Tell us about board costs

INFORMATION FOR Q80:

By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

HOW TO ANSWER Q80:

For example food, electricity, telephone.

ATTACHMENT FOR Q81:

You may need to show proof of what you pay for board.

80 Do you pay board?

No

Go to question 83

Yes



List what costs your board includes

81 What is the total amount of board you pay each week for you and your family?

 \$

82 What is the name, address and telephone number of the person or organisation you pay board to?

Go to question 88

Tell us about home ownership costs

HOW TO ANSWER Q84:

Only include mortgages you used to buy or alter your home. Include both interest and principal.

List any other mortgages such as a second mortgage or revolving mortgage.

Don't include contents insurance.

ATTACHMENT FOR Q84:

You'll need to show proof of your home ownership costs.

ATTACHMENT FOR Q85:

Bring receipts for any repair and maintenance costs.

83 Do you own the home you live in?

No

Go to question 88

Yes

84 What are your home ownership costs?

	Who do you pay?	How much do you pay?	How often do you make the payment (such as weekly, monthly or yearly)?
First mortgage		\$	
Other mortgage		\$	
House insurance		\$	
Mortgage insurance		\$	
Rates		\$	
Ground lease		\$	
Water rates		\$	
Body corporate fees		\$	

85 Did you have to pay for repairs and maintenance to your home in the last 12 months?

No

Yes



Please write the total amount

 \$

86 Do you have a mortgage from Housing New Zealand?

No

Yes



Please write the total amount

 %

87 Have you received a rates rebate in the last 52 weeks?

No

Yes

Amount

 \$

Rating year 1 July

 20

to 30 June

 20

Extra help form: Disability Allowance

The Disability Allowance helps with extra costs if you or a family member has a health condition or disability lasting more than six months. The allowance can help with extra costs directly related to the health condition or disability.

Tell us about the person you're applying for

88

Do you want to apply for the Disability Allowance?

No **Go to your obligations on page 29** Yes

If you ticked 'yes' to question 88, you'll also need your doctor, specialist or nurse practitioner to fill out the Disability Allowance medical certificate on page 23.

Tell us about any payments you get for these health needs

89

Do you get payments from private medical insurance for any health-related needs?

No Yes **Please write the details below**

What cost is covered	How much is paid?	Name of person the payment is for
	\$	
	\$	
	\$	

90

Is this health condition covered by ACC or War Disablement Pension?

No Yes **If 'yes', you may not be entitled to a Disability Allowance**

Describe your extra costs

91

What extra health-related costs do you have?

HOW TO ANSWER Q91:
Extra costs must be directly related to the health condition. Costs can include medical and prescription costs, medical alarms, lawn mowing, extra power or gas, transport and special equipment.

ATTACHMENT FOR Q91:
You'll need to show proof of these costs.

Type of cost	Cost	How often (such as weekly, monthly, yearly)
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	
	\$	

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Disability Allowance medical certificate



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Health practitioner to complete

The Disability Allowance is available for reimbursement of additional costs arising from a Disability where the following criteria are met:

1. The person has a disability which is likely to continue for not less than six months; and
2. The disability has resulted in a reduction of the person's independent function to the extent that:
 - the person requires ongoing support to undertake the normal functions of life, or
 - the person requires ongoing supervision or treatment by a registered health professional.

For the purposes of qualifying for Disability Allowance, a disability means:

- physical disability or impairment
- physical illness
- psychiatric illness
- intellectual or psychological disability or impairment
- any other loss or abnormality of psychological, physiological, or anatomical structure or function (including sensory impairment)
- reliance on a guide dog, wheelchair, or other remedial means
- the presence in the body of organisms capable of causing illness.

For more information go to workandincome.govt.nz and search on *Disability Allowance*.

Client details

1 **Client number**

2 **Client's name**

First names

Surname

Disability details

3 **Does the person have a disability that meets the Disability Allowance criteria?**

 Yes

Please provide the details below

 No

Go to Health Practitioner Verification

4 **What is the nature of the person's disability?**

Please tick the major disabilities or specify below

Psychological or psychiatric conditions

- Stress (160)
- Depression (161)
- Bipolar disorder (162)
- Schizophrenia (163)
- Other psychological/psychiatric (165)

Neurological system disorders

- Epilepsy (120)
- Multiple sclerosis (121)
- Parkinson's disease (122)
- Muscular dystrophy (123)
- Other nervous system disorders (124)

Cardio-vascular disorders

- Heart disease (130)
- Stroke (131)
- Other cardio-vascular (132)

Immune system disorders

- HIV / Aids (140)
- Other immune system disorders (141)

Metabolic and endocrine disorders

- Diabetes (150)
- Other metabolic or endocrine disorders (151)

Substance abuse

- Alcohol (170)
- Drug (171)
- Other substance abuse (172)

Sensory disorders

- Blindness (180)
- Other visual / eye (181)
- Hearing / ear (182)
- Other sensory disorders (183)

Accident

- Burns (190)
- Fractures, dislocations, soft tissue injury (191)
- Poisoning, toxic effects (192)
- Internal injuries (193)
- Injury to the nervous system (194)
- Back pain / injury (195)
- Overuse injury [RSI] (196)
- Complications of medical or surgical care (197)
- Other injury (198)

Other disorders

- Congenital conditions (103)
- Intellectual disability (164)
- Cancer (104)
- Infectious / parasitic diseases (105)
- Musculo-skeletal system disorder (106)
- Respiratory disorders (107)
- Genito-urinary disorders (108)
- Blood and blood forming organs (109)
- Skin disorders (110)
- Digestive system disorder (111)

5

Please indicate the expected duration of the disability:

- Less than 6 months
- 6 to 12 months
- 1 to 2 years
- 2 to 3 years
- Permanent
- Never reassess

There may be no entitlement to Disability Allowance

Verification of doctor, specialist or nurse practitioner visits

6

Please list the type, cost and how often visits to doctors, specialist or nurse practitioners are necessary and result from the stated disability:

Type of consultation	Cost	How often (eg daily, weekly, monthly,)	Health practitioner's initials
	\$		
	\$		
	\$		

Items, services, treatments, pharmaceuticals

7

Please list the pharmaceuticals, items, services or treatments that are necessary and of therapeutic value for the stated disability:

Item / service / treatment / pharmaceutical	Health practitioner's initials

Health practitioner's verification

Please print your details below.

HPI number

Health practitioner's full name

Practice name and address

Telephone number

 ()

Health practitioner's signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

This information is required under the Social Security Act 2018.

Privacy Act: The person has been advised and understands that this information is required for benefit assessment purposes.

Extra help form: Temporary Additional Support

Temporary Additional Support helps with essential costs for a short time when you've tried everything you can think of, and still can't pay for them.

Tell us if you want to apply

92

Do you want to apply for Temporary Additional Support?

No **Go to your obligations on page 29** Yes

If you answered 'yes' you'll need to provide proof of your assets and their value (page 18)

Tell us about any Working for Families tax credits you get

93

Do you or your partner get any Working for Families tax credits payments from Inland Revenue?

No tax credit Family tax credit Minimum family tax credit
 Parental tax credit In-work tax credit

↓ Please write the details of any tax credit credit below

ATTACHMENT FOR Q93:
You'll need to provide proof of any tax credit.

Type of tax credit	You	Your partner	How often? (For example, weekly, fortnightly)
	\$	\$	
	\$	\$	
	\$	\$	

Tell us what essential work-related costs you need to pay to keep working

94

Are you or your partner working?

No **Go to question 96** Yes

95

Do you or your partner have any essential costs that you have to pay to keep working?

No Yes ↓ Please write the details below

INFORMATION FOR Q95:
These are the only work-related essential costs that we may be able to help you with.

ATTACHMENT FOR Q95:
You'll need to show proof of these costs.

Type of tax credit	How much?	How often? (For example, weekly, fortnightly)
Running costs for a vehicle you use to get to and from work	\$	
Repayment costs for a vehicle you use to get to and from work	\$	
Public transport to and from work	\$	
Telephone, if it is a condition of your work	\$	

Tell us how much it costs you for the place where you and your family live

INFORMATION FOR Q97:

By rent we mean the amount you pay is for your accommodation only and doesn't include other costs such as food or electricity.

ATTACHMENT FOR Q101:

You'll need to show proof of what you pay for rent.

ATTACHMENT FOR Q101:

You'll need to show proof of what you pay for water rates.

HOW TO ANSWER Q103:

For example food, electricity, telephone.

INFORMATION FOR Q103:

By board we mean the amount you pay for your accommodation where it includes food costs and may also include other costs like electricity.

ATTACHMENT FOR Q104:

You'll need to show proof of what you pay for board.

96

Are you receiving, or are you applying for, an Accommodation Supplement?

 No

 Yes

Go to question 111

97

Do you pay rent?

 No

Go to question 103

 Yes

98

Do you pay rent to Kāinga Ora (previously Housing New Zealand) or an approved community housing provider?

 No

 Yes

99

What is the total amount of rent paid each week for your home?

 \$

100

How much of this total amount do you pay for you and your family?

 \$

101

Do you pay water rates separately from your rent?

 No

 Yes


Tell us how much you pay

 \$

How often

102

What is the name, address and telephone number of the person you pay rent to?

Go to question 111

103

Do you pay board?

 No

Go to question 106

 Yes


List what costs your board includes

104

What is the total amount of board you pay for you and your family?

 \$

105

What is the name, address and telephone number of the person you pay board to?

Go to question 111

106

Do you own the home you live in?

No

Go to question 111

Yes

107

What are your home ownership costs?

How often do you make the payment (such as weekly, monthly or yearly)?

	Who do you pay?	How much do you pay?	How often do you make the payment (such as weekly, monthly or yearly)?
First mortgage		\$	
Other mortgage		\$	
House insurance		\$	
Mortgage insurance		\$	
Rates		\$	
Ground lease		\$	
Water rates		\$	
Body corporate fees		\$	

HOW TO ANSWER Q107:

Only include mortgages you used to buy or alter your home. Include both interest and principal.

List any other mortgages such as a second mortgage or revolving mortgage.

Don't include contents insurance.

ATTACHMENT FOR Q107:

You'll need to show proof of your home ownership costs.

108

Did you have to pay for repairs and maintenance to your home in the last 12 months?

No

Yes

Please write the total amount

 \$

109

Do you have a mortgage from Housing New Zealand?

No

Yes

Please write the total amount

 %

ATTACHMENT FOR Q110:

You'll need to show other proof of your rates rebate.

110

Have you received a rates rebate in the last 52 weeks?

No

Yes

Amount \$

Rating year 1 July

to 30 June

Tell us about other essential costs

111

Do you or your family have any regular essential costs?

No

Yes

Please provide details below

INFORMATION FOR Q111:

Essential regular costs can include:

- hire purchase
- vehicle repayments
- costs relating to a health condition or disability
- lease or hire of an essential household item such as, fridge, washing machine, stove.

ATTACHMENT FOR Q111:

You'll need to show proof of these costs.

Item	Amount	How often (for example, weekly, fortnightly)?	Start or purchase date	End date
	\$			
	\$			
	\$			
	\$			
	\$			
	\$			
	\$			

If you didn't apply for the Disability Allowance on page 21 and your costs are health-related, please tell us.

HOW TO ANSWER Q112:
Don't include toll or mobile phone costs.

112

Do you need a telephone for safety or security reasons, or because of special family circumstances?

No

Yes



Please write the details below

How much do you pay?

\$

How often? (weekly, fortnightly, monthly)

Tell us what you've done to try to pay your essential costs

113

What steps have you and your partner taken to get other help, reduce costs or increase income?

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What you need to do (your obligations)



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When you're getting payments from us, there are some things you need to do to make sure you're getting paid the right amount.

If you don't do these things, we could pay you the wrong amount. It could also mean we have to reduce or stop your payments. We don't want you to miss out on money you need so please read these carefully.



- ① A job could be part-time, casual or full-time, paid or unpaid.
- ① Having another baby while you're getting a benefit changes your obligations about looking for work.

Let us know when things change

You need to let us know about changes that might affect the amount you're paid.

Changes to your income or availability for work, like:

- starting, stopping or changing jobs
- starting or finishing part-time or full-time study
- changes to your pay or other income, including getting an overseas pension
- starting to run a business (for yourself or someone else).

Changes to information about you or your family, like:

- name, address, contact details or bank account number
- starting or ending a relationship, marriage, or civil union
- a partner passes away
- the number of children in your care, including having a baby.

Changes to where you live or how much it costs, like a rise or drop in your rent, board, mortgage or rates.

We also need to know if you:

- go into or come out of hospital
- are being held in custody or on remand.

If we have the wrong information we could pay you the wrong amount. If we pay you too much you might have to pay us back.



- ① We can't pay you while you're out of New Zealand unless we've agreed to it.

Tell us if you're going overseas

If you're travelling overseas, you need to let us know.

You need to let us know before you leave New Zealand. If there's a good reason you can't, then you need to let us know as soon as you can.



Attend school, tertiary education, training or work-based learning

You'll need to be enrolled and attending secondary school or tertiary education or an approved training or work-based learning course full-time.

The course needs to be leading to:

- NCEA Level 2, or
- an equivalent qualification, or
- a higher qualification.



Work with a Youth Coach

You'll need to work with a Youth Coach who'll support you while you're getting Youth Payment.

You'll meet with them to talk about how things are going, and they'll refer you to a budgeting programme or education, training or work-based learning.

Your Youth Coach will also set up your payments so your accommodation costs, bills and debts will be paid first. Any remaining money will be split between an in-hand allowance and your payment card.



Make any changes you can so you don't need Temporary Additional Support

Temporary Additional Support (TAS) is short-term help to meet your costs.

If you get TAS you need to do what you can to:

- reduce costs
- earn extra money
- get other help with costs.

What can happen if you don't meet your obligations

You need to do the things listed above to keep getting payments from us.

If you don't do these things your payments may go down or stop. In some cases you could even be prosecuted.



Your payments can go down or stop if you:

- don't tell us something we need to know
- don't do something we asked you to do to enrol in an education, budgeting or parenting programme
- don't keep up-to-date with children's health and education
- are not on Money Management within 20 working days
- don't work with your Youth Coach

i You can find full details about what can happen if you don't meet your obligations at msd.govt.nz/not-meeting-your-obligations

Your rights

You have the right to ask us to review any decision we make about your payments.



If you don't think we have things right or there's something you don't understand:

- call us – we can usually fix it over the phone
- you have the right to ask us to review the decision. Find out how at msd.govt.nz/reviews



How we protect your privacy



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Collecting your information

We collect your personal information so we can provide income support under the Social Security Act 2018, and connect you with employment, education, and housing services.

- To help us do this, we collect information about your identity, your relevant history, and your eligibility for our services.
- We get this information directly from you, and we sometimes collect information about you from others, including other government agencies.
- You can choose not to give us your personal information, but we might not be able to help you if you don't.

Using your information

We use the information you give us to make decisions about the best way to help you.

- These decisions may be about:
 - whether you're eligible for our services
 - running our operations and ensuring our services are effective
 - the services we'll provide in the future.

Sharing your information

Sometimes, we need to share your information outside our Ministry to reach our goal of helping New Zealanders to be safe, strong, and independent.

- To do this, we may share your information with:
 - prospective employers to help you find work
 - contracted service providers that help us to help you
 - health providers if we need your medical information to assess your eligibility
 - other government agencies when we have an agreement with them
 - some other governments if you may be eligible to get or are getting an overseas pension.
- We also share personal information when the law says we have to.

Respecting you and your information

We make sure we follow the Privacy Act 1993 to do what's right when we use your information.

- We treat you and your information with respect, by acting responsibly and being ethical.
- We make sure any technology we use meets strict security standards so it keeps your information safe.

Get in touch if you have a question

You have a right to ask to see your personal information, and to ask for it to be corrected if it's wrong.

- If you have a question or a complaint, please get in touch.
- You can find full details about what we do with personal information in our privacy notice at msd.govt.nz/privacy

Signature page

Office copy

Applicant

I have answered all the questions that apply to me and my situation.

The information I have given you is true and complete.

I understand the things I need to do while I'm getting payments.

I will do what I need to do to meet my obligations.

I understand what you do with my personal information and how you protect my privacy.

Applicant's name (print)

Applicant's signature

Date

Day	Month	Year

Helper's statement

Complete this if you've helped the applicant or their partner to complete this application form.

Your first and middle names

Your surname or family name

Your address

Your phone number

Tick the box for the statement that applies

- I completed this application form at the request of the person applying. They told me they understood what they were signing. The statements and answers I have completed are true and complete as given to me by the person applying.

Helper's signature

Date

Day	Month	Year

Signature page

Applicant's copy

Applicant

I have answered all the questions that apply to me and my situation.

The information I have given you is true and complete.

I understand the things I need to do while I'm getting payments.

I will do what I need to do to meet my obligations.

I understand what you do with my personal information and how you protect my privacy.

Applicant's name (print)

Applicant's signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------

Day

Month

Year

Please use the document checklist to help you make sure you bring all the documents you need to your meeting with us.

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Youth Service

Continue or stop payments form



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This form should be used when:

- Youth Service clients with no children are turning 18, or
- Youth Service clients with children are turning 20 and either
 - they no longer need to get payments, or
 - they want to keep getting their payments, or remain in the Youth Service if they're still in school, education or work-based learning, or
 - they want to opt out of money management, or
 - they want to transfer to a benefit from Work and Income.

Write your client number here. It can be found on your Community Services Card.

Client number

□	□	□	□	□	□	□	□	□	□	□	□
---	---	---	---	---	---	---	---	---	---	---	---

Tell us your details

1

What is your full name?

First and middle names

Surname or family name

2

What date were you born?

□	□	□	□	□	□	□	□
---	---	---	---	---	---	---	---

Day Month Year

Tell us how we can contact you

3

Where do you live?

Flat/House number Street name

Suburb

Town/City

4

Is your mailing address different from where you live?

No

Yes



Tell us your mailing address

5

How else can we contact you?

Tick the best way for us to contact you

Home phone	()	
Mobile phone	()	
Other phone	()	

HOW TO ANSWER Q3:
If you live in a rural area, flat/house number could include your: RAPID number, fire number, emergency services number.

HOW TO ANSWER Q4:
Mailing address can include a PO Box, rural delivery details, or C/O address.

HOW TO ANSWER Q5:
Please only give us contact details you'd like us to use.

Payments

6

What type of payment do you get?

↓ Tick the box that applies

Youth Payment or Young Parent Payment

Go to question 7

Another main benefit with my partner

Go to question 8

7

What do you need to happen to your payments?

↓ Tick the box that applies

Leave the Youth Service and transfer to a benefit from Work and Income

Go to the Relationship section on page 3

Stop payments

Go to question 9

Continue my payments with Youth Service

Go to question 10

8

What do you need to happen?

↓ Tick the box that applies

Leave the Youth Service

Go to the Relationship section on page 3

Continue in the Youth Service

Go to question 10

Stop payments

9

Tell us the reason your payments need to stop.

↓ Tick the box that applies

I will be working

I am continuing study

I am going overseas

Other ↓ Please tell us the reason below

Go to the Confirmation section on page 4

Continue payments

10

What education, training or work-based learning are you enrolled in?

11

When is your education, training or work-based learning due to end?

Day Month Year

Relationships

Definition of a relationship for benefit purposes

Whether people are single or a couple affects eligibility for certain income assistance and the rate at which we can pay that assistance.

When we work out your entitlement to income assistance, we'll consider you to be in a relationship if you're married, in a civil union, or in a de facto relationship, and have a degree of companionship.

By degree of companionship, we mean two people:

- are committed to each other emotionally for the foreseeable future, *and*
- are financially interdependent.

To give you a better idea of what we mean by this, think about whether your relationship includes some of the things below:

- you live together at the same address most of the time
- you share responsibilities, for example bringing up children (if any)
- you socialise and holiday together
- you share money, bank accounts or credit cards
- you share household bills
- you have a sexual relationship
- people think of you as a couple
- you give each other emotional support and companionship.

HOW TO ANSWER Q12:

Tick this statement to confirm you understand the definition of a relationship for benefit purposes.

If you don't understand what we mean by a relationship please leave this blank until you talk with your Youth Service provider.

12

Do you understand our definition of a relationship?

I understand the definition of a relationship for benefit purposes

13

Do you have a partner?

By 'partner' we mean someone you are in a relationship with. If you are not sure, please leave this section blank until you talk to your Youth Service provider.

No Yes

14

Do you have dependent children in your care?

No Yes

↓ Please provide details below

Child 1

Full name

Date of birth

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Relationship to you

Parent 1: Full name

Parent 2: Full name

Child 2

Full name

Date of birth

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Relationship to you

Parent 1: Full name

Parent 2: Full name

ATTACHMENT FOR Q14:

If you have more than two children, please write these details on a separate sheet of paper.

Your circumstances

15

Have your circumstances changed?

Changes to your circumstances can include if you:

- have a change in work situation (such as starting part-time, casual or full-time work, whether paid or unpaid)
- become self-employed/start to run a business
- have changes to my/our income or financial circumstances
- intend to travel overseas
- start/finish part-time or full-time study
- have changes to personal details (such as name, address or bank account number)
- have any other change that may affect my/our benefit entitlement or rate.

No

Yes

↓ Tell us about your change of circumstances

[Empty text box for providing details of the change in circumstances]

16

Would you like to opt out of money management?

If you're transferring to a Work and Income benefit, and no longer have Youth Activity obligations, money management will stop.

No

Go to the Confirmation section

Yes

17

Do you want your redirections to continue?

Your provider doesn't need to help you manage your money any longer. However, if you want your redirections to continue, you need to have a good reason.

No

Yes

↓ Tell us about your change of circumstances

[Empty text box for providing a reason if redirections should continue]

Confirmation

I confirm that the information I've provided is true and complete.

My Youth Service Provider has explained the changes relevant to me and I understand these.

Your name (print)

[Text box for name]

Your signature

[Text box for signature]

Date

[Date fields: Day, Month, Year]

Once the form is completed, your Youth Service provider should scan the form and send a task to the Youth Services Support Unit.



Jobseeker Support Student Hardship application form

Complete this form if you want to apply for the Jobseeker Support Student Hardship. You can also apply online at [studylink.govt.nz](https://www.studylink.govt.nz)

To get the Jobseeker Support Student Hardship you must:

- be registered for work with Student Job Search (or a Work and Income service centre) and
- be actively looking for full-time work and
- intend to study full-time after your study break and
- have received or will receive Student Allowance. If you're in hardship and you don't qualify for Student Allowance, you may still be able to get Jobseeker Support Student Hardship. You'll also need to complete the Additional Hardship application form on pages 9 and 10.

You will have a stand-down, or waiting time, from when you qualify for Jobseeker Support Student Hardship, until the time you are entitled to your benefit. You won't get paid during this stand-down.

If you have a partner or a child and you're in hardship because your Student Allowance has stopped and you're waiting for your Jobseeker Support Student Hardship to start, you may be able to get the Student Allowance Transfer Grant. You can apply for this by answering question 7 on page 11.

If you have not been in previous study, are a refugee or you are 16–17 years old and getting a Student Allowance your application may be processed as an Emergency Benefit. If this happens, you will get the same amount as you would have received if you got Jobseeker Support Student Hardship.

If you didn't receive a Student Allowance previously, you'll need to apply for one before we can finish processing your application for Jobseeker Support Student Hardship.

The best time to apply for your Jobseeker Support Student Hardship is at the same time you apply for your Student Allowance or Student Loan.

In this application, you can also apply for:

- Additional Hardship (Part 3)
- Extra Help (Part 4): Student Allowance Transfer Grant, Accommodation Supplement, Disability Allowance, Temporary Additional Support.

You must give us all the information we need.

If you do not have all the information we need, talk with us and we may be able to help.

If we find out later that any information you give us is not true, or that you knew information you should have told us and did not tell us, we may stop paying your benefit. You might need to pay money back, we may impose a penalty, and you could be prosecuted.

Before you start – Read this page

Here are some important things you need to know before you complete your application.

You need to apply as soon as possible. If you don't apply within 7 days after your course has ended you could miss out on some payments.

Use blue or black ink only

When completing your application you must only use blue or black ink. If your application has been completed in any other colour we might get you to complete another one.

Answer all the questions

It's important to answer every question in your application. If a question doesn't apply to you, use 'N/A' or 'nil'. Don't leave the space blank, unless indicated on the form, as this could delay the process and you may not get paid on time.

You will need to provide documents

When you apply for Jobseeker Support Student Hardship, you will need to provide at least one form of identification, such as a driver's licence or student ID card. You may need to provide certain other documents with your application – these are listed on page 31.

All documents sent to StudyLink must be a verified copy. A verified copy is a copy of the original document which has been signed and dated by someone like a Solicitor/Lawyer, Notary Public, Court Registrar, an approved person at an education provider, school principal, StudyLink or Work and Income staff member or Justice of the Peace (listed in the Yellow Pages) who can confirm that the copy is the same as the original. They must print their name and title on each page and write that it is a true copy and sign it.

The best way to send your documents to us is online using connect.co.nz. Please remember to include your name and client number with any documents that you send to us. For more information visit connect.co.nz.

Sign and date the form

Remember to sign and date this application on page 30 – and make sure anyone else who needs to sign it has done so.

If you have a partner they need to sign and date this application, on page 27.

How to return your form

The easiest and fastest way to return your completed form to us is online using connect.co.nz. Please remember to include your name and client number.

For more ways to contact us, visit our website studylink.govt.nz

We're happy to help you complete your application.

Part 1: Personal details

The documents we need to see are listed on page 31. You will need to provide at least one form of identification, such as a driver's licence or student ID card.

This section tells us about you. You must complete this.

1. What is your client number?

If you have received assistance from StudyLink or Work and Income before, write your client number here if you know it. This number can be found on your Community Services Card if you have one.

Client number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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2. What is your full name?

First name	Middle name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

3. What is your legal name as it appears on your birth certificate? (If different from above)

First name	Middle name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Have you ever been known by any other name(s)?

Yes No

If yes, please write them below:

First name	Middle name(s)	Surname or family name	Maiden name? Yes/No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. What date were you born?

Day Month Year

 We need to see a verified copy of your birth certificate or passport (unless StudyLink has already seen it).

6. Are you:

Male Female Gender diverse

7. What is your Inland Revenue (IRD) tax number?

If you have an IRD number with less than nine digits, please insert zero(s) in front of your IRD number. If you don't have one, you need to get one from Inland Revenue by calling **0800 22 77 74**, or you can download a form at ird.govt.nz.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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8. What bank account do you want your payments to be paid into?

This account must be in your name or you must complete an Appointment of Agent form.

Account name:

Bank

Branch

Account

Suffix

Please note – if you give us an incorrect bank account number we can't pay you, please check it against your bank statement.

We need to see evidence of this account. Evidence could be a verified copy of a pre-printed deposit slip or statement with your name, bank, branch and account number (unless we have already seen it).

9. Where will you live while getting the Jobseeker Support Student Hardship?

Flat/House number	Street address		
Suburb	City	Post code	Country
			NEW ZEALAND

9a. Will your mailing address be different from where you will live?

Yes (Provide details below) No (Go to Q10)

Please note, this must be a New Zealand address.

Postal address			
Suburb	City	Post code	Country
			NEW ZEALAND

10. How else can we contact you?

When we have processed your Jobseeker Support Student Hardship application we will call you to let you know the outcome.

Phone	Mobile ¹	Fax	Email ¹

11. Were you born in New Zealand?

Yes (Go to Q12) No

11a. What country were you born in?

11b. Are you a:

Residence class visa holder² Protected person³ New Zealand citizen

Other (Provide details eg. Refugee)

¹ If you give us your mobile number or email address we may use these to send you text messages or emails to let you know about important changes, appointment reminders or that it's time to reapply if you're continuing with your studies. This must be your own mobile number or email address. Do not give the contact details of your education provider.

² A residence class visa holder is someone who is entitled to reside in New Zealand indefinitely and holds a residence class visa under the Immigration Act 2009 (holders of resident permits and returning resident's visas (RRVs) granted under the Immigration Act 1987 are deemed to hold a residence class visa under the Immigration Act 2009). If you are an Australian citizen or Australian permanent resident please choose 'residence class visa holder'.

³ As defined under sections 130 and 131 of the Immigration Act 2009.

If you are a residence class visa holder or New Zealand citizen, when were you granted residency/citizenship?

Day Month Year

 We need to see a verified copy of your birth certificate, passport or letter from Immigration New Zealand to prove your residence (unless StudyLink has already seen it).

11c. If you are a residence class visa holder, were you granted residency under sponsorship?

Yes No

11d. When did you come to New Zealand to live?

Day Month Year

12. Do you usually live in New Zealand?

Yes No (It's unlikely your application will be approved – call us on **0800 88 99 00** to discuss this)

13. The following information is only needed for statistical purposes. It's up to you whether you answer this question. We'd appreciate it if you would tick the ethnic group(s) you most identify with.

<input type="checkbox"/> NZ European	<input type="checkbox"/> Other European	<input type="checkbox"/> NZ Māori	<input type="checkbox"/> Samoan	<input type="checkbox"/> Cook Island Māori
<input type="checkbox"/> Tongan	<input type="checkbox"/> Niuean	<input type="checkbox"/> Tokelauan	<input type="checkbox"/> Fijian	<input type="checkbox"/> Pacific Island – Other
<input type="checkbox"/> Southeast Asian	<input type="checkbox"/> Chinese	<input type="checkbox"/> Indian	<input type="checkbox"/> Asian – other	<input type="checkbox"/> Middle Eastern
<input type="checkbox"/> Latin American	<input type="checkbox"/> African	<input type="text"/> Other (please provide details)		

If you are NZ Māori, which iwi do you belong to?

Once you start getting Jobseeker Support Student Hardship you need to tell us about any changes so we can make sure you're getting the right payments.

You must call us on **0800 88 99 00** if you or your partner:

- start getting income or your income changes
- change address, phone or email address
- start or finish a relationship
- change bank accounts
- go, or intend to go overseas.

 Remember to read your obligations (including the privacy statement on page 25), then sign and date your declaration on page 30.

Part 2: Jobseeker Support Student Hardship

You can apply for your Jobseeker Support Student Hardship online at our website studylink.govt.nz You can also check out the application process and find out what documents you may need to provide.

This section tells us about your circumstances. You must complete this.

1. Will you be available for and actively seeking full-time work during your study break?

While you receive Jobseeker Support Student Hardship you are expected to be available for and actively seeking full-time work. Full-time work is paid work for 30 hours or more a week. This includes temporary or casual employment.

Yes No (If no, it is unlikely this application will be approved. Please call us on **0800 88 99 00** to discuss this)

2. What date will you be available for and actively seeking full-time work from?

Your payments may be calculated from this date so you need to tell us the actual date you were (or will be) available for work.

Day Month Year

3. Are you registered with Student Job Search or Work and Income to find full-time work?

You need to register with one of these agencies to meet your work obligations. You can register with Student Job Search online at sjs.co.nz.

Yes No (Go to Q4)

3a. What is your Student Job Search Number?

4. Do you intend to study full-time after your break?

Yes No (Please call us on **0800 88 99 00** to discuss this)

If yes, when does your course start?

Day Month Year

5. Have you already enrolled in this course?

Yes No

6. Have you applied for a Student Allowance for your next course?

Yes No (If you didn't get a Student Allowance for the course you just finished, you'll also need to complete the Additional Hardship form on page 9)

If you haven't applied for your Student Allowance yet you need to do this as soon as possible. The easiest way to do this is online at studylink.govt.nz

7. Do you have a partner?

For Jobseeker Support Student Hardship, a partner is your spouse, civil union partner, or someone whom you have a de facto relationship (where you live together as a couple in a relationship in the nature of marriage or civil union). If your partner is 16 or 17 years old, they can be included in your benefit if you are married or in a civil union. If you are in a de facto relationship where you or your partner is aged 16 or 17 years old, the parents or guardians of the 16 or 17 year old, or a Family Court judge, must give their consent for the de facto relationship.

Yes (Go to Q7a) No (Go to Q7c)

If yes, your partner must complete the Partner's form on page 19.

7a. What is your relationship status with this partner?

Married
 In a de facto relationship
 In a civil union

7b. What is the date your current relationship status started?

Day
 Month
 Year (Go to Q8)

7c. Are you:

Single
 Living apart or separated
 Divorced
 Widowed

8. If you are under 20 years old do you live with your parent(s) or guardian(s)?

Yes
 No
 I'm not under 20 years old

If you have children you may qualify for Working for Families Tax Credits from Inland Revenue. To find out more contact Inland Revenue on **0800 22 77 73**.

9. Do you have any children in your care?

By children we mean anyone under 18 who lives with you and who you are primarily responsible for providing the care and financial support for – this includes stepchildren, children at boarding school, adopted or whangai children, grandchildren or mokopuna. It doesn't include children who are supporting themselves or working full-time, or anyone you are being paid a Work and Income Orphan's or Unsupported Child's benefit, or an Oranga Tamariki payment for. Please note: this definition is different from that of the Student Allowance.

Yes
 No (Go to Q10)

If yes, please give us their details:

Child's full name	Date of birth
	/ /
	/ /
	/ /
	/ /

9a. Will you have a shared custody arrangement for any of the above children during your study break?

Yes
 No (Go to Q10)

If yes, please give us details of the shared custody arrangement:

Child's full name	Days per fortnight	Name of person you have shared custody with	Address of person you have shared custody with

You could be eligible for the Childcare Subsidy or Out of School Care and Recreational Subsidy (OSCAR). For more information visit our website studylink.govt.nz

 We need to see a verified copy of each child's full birth certificate (unless StudyLink has already seen them).

10. Do you or your partner have any assets?

This could be money in a bank or savings account including term deposits, money lent to other people or organisations, money in bonds, shares, debentures or Government stocks, leisure boats, caravans, land or buildings other than your home (for example a holiday home).

Yes No (Go to Q11)

If yes, please give us details of your assets:

Type of asset	Owner of asset (you, your partner or both)	Value	Money owing (if any)
		\$	\$
		\$	\$
		\$	\$
		\$	\$

 **We may ask for evidence of your assets.**

To qualify, your cash assets must be under certain limits. To find out what these are, visit our website studylink.govt.nz

If you or your partner earn any income you need to let us know by the Friday of the week you earn it – if you don't you could be overpaid and you'll need to pay the money back. We could take legal action to recover this money.

11. Are you working now?

Yes No (Go to Q12)

11a. What type of work do you do?

Full-time Part-time Voluntary Self-employed Casual

11b. When did you start this job?

Day Month Year

11c. Are you a sole parent with dependent children that pays for childcare while you work?

Yes (If yes, please tell us how much you pay) \$ No

11d. Please give us details of your income per week before tax:

By 'per week' we mean from each Monday to Sunday.

Weekly income before tax	Hours worked each week	Employer's name or income source
\$		
\$		

Employer's trading name (if different)	Business address	Suburb/City/Town
1.		
2.		

 **We may ask for evidence of your income.**

12. Have you been in any other paid work at any time in the last 6 months?

Paid work also includes any indirect monetary benefits such as free board or shares in a business.

Yes No (Go to Q13)

12a. How long did you work there?

Date you started work?

Date of last day at work?

Day Month Year Day Month Year

12b. Why did this work end?

Reason for leaving this job

12c. Did you get any holiday, redundancy or termination-type pay in the last 26 and 52 weeks?

Yes No (Go to Q13)

If yes, was it:

- Holiday pay – how much before tax?
- Redundancy pay – how much before tax?
- Termination pay – how much before tax?

	Last 26 weeks	Last 52 weeks
Holiday pay – how much before tax?	\$	\$
Redundancy pay – how much before tax?	\$	\$
Termination pay – how much before tax?	\$	\$

We may ask for evidence of this payment.

13. Do you get any other income?

Income is any money you or your partner get from any source, taxable or non-taxable. This could include but is not limited to wages, salary, termination payment, bonus pay, holiday pay, child support, maintenance payments, paid parental leave, interest from savings and investments, dividends from shares, income from a family trust, farm or business, income from boarders or rent, superannuation, overseas benefits and pensions, weekly accident insurance payments, some scholarships, any indirect monetary benefits you get such as free board or shares in a business, and any other income that you have or may deprive yourself of.

Note for Temporary Additional Support assistance the following are also considered income: Student Allowances, the living costs component of the Student Loan, Working for Families tax credits, all Work and Income benefits except Unsupported Child's Benefit and Orphan's Benefit.

Yes No (Go to Q14)

If yes, please give us details of your income per week before tax?

Type of income	Weekly income before tax
	\$
	\$

Remember to include any child support payments you get as income – but don't include your Student Allowance, Student Loan or Family Tax Credits.

We may ask for evidence of your income.

14. What was your average income per week before tax in the last 26 and 52 weeks?

For example, to calculate your average weekly income for the last 26 weeks, take your total income over the last 26 weeks and divide by 26 (remember to include any current income). If you had no income write \$0 or NIL.

Last 26 weeks	Last 52 weeks
\$	\$

We may ask for evidence of this income.

15. What other sources of money have you got access to?

- Help from parents
 Student Loan
 Savings
 None

Other (please explain)

16. Have you ever lived overseas?

This could include working holidays where you have paid tax to an overseas government, places where you have had a home and resided, or if you have lived in another country with a member of your family (who was working overseas). 'Lived' does not mean recreational holidays or where you have lived and been based in New Zealand but you travelled overseas to work for a short period and you paid New Zealand tax on those earnings.

- Yes
 No

If yes, please give us details of your time overseas:

Name of country	Entry date	Exit date	Purpose (e.g. working holiday, immigration)
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	

17. Do you receive or qualify for a social security pension or benefit (or any similar payment) from an overseas government?

- Yes
 No

If yes, please tick the box that best describes your pension or benefit:

- Retirement or old age
 Disability or invalidity
 Widow or survivor
 War related
 Superannuation
 Child or dependant
 Other payments (please explain)

Please give us details of these payment(s):

Name of your pension, benefit or other payment(s)	Country it comes from	Amount (in overseas currency)	Before or after tax?	How often are you paid?	Overseas payment reference no.

If you have any questions about overseas benefits or pensions call Senior Services International on 0800 777 227.



We may ask for evidence of your income. Remember to read your obligations (including the privacy statement on page 25), then sign and date your declaration on page 30.

Part 3: Jobseeker Support Student Hardship Additional Hardship form

Complete this section if you don't qualify for a Student Allowance and are applying for the Jobseeker Support Student Hardship because you're in hardship.

1. Why don't you qualify for a Student Allowance?

2. How did you support yourself during the study year?

<input type="checkbox"/> Student Loan living costs	per week	\$ <input type="text"/>	<input type="checkbox"/> Scholarship(s)	per week	\$ <input type="text"/>
<input type="checkbox"/> Work	per week	\$ <input type="text"/>	<input type="checkbox"/> Savings	Total amount	\$ <input type="text"/>
<input type="checkbox"/> Help from parents	per week	\$ <input type="text"/>	<input type="checkbox"/> Overdraft Limit	per week	\$ <input type="text"/>
<input type="checkbox"/> Personal loan	per week	\$ <input type="text"/>	<input type="checkbox"/> Other (please explain below)	Total amount	\$ <input type="text"/>

3. Is the support you listed above available to you during the study break?

Yes No

If no, please tell us why not:

4. Will you be living with your parent(s) or guardian(s) during the study break?

Yes No

5. Can your parent(s) or guardian(s) support you?

Yes (Go to Q6) No

If no, please explain how your parents' financial circumstances affect their ability to support you:

6. What ongoing costs do you have during the study break?

Include daily, weekly and monthly expenses that you have. For example, hire purchases, rental agreements, power, phone, food.

7. What have you done to attempt to improve your financial situation?

Is there anything else you'd like to tell us about your personal situation that may support your application?

For example, your health or any family issues. Please give us a full and detailed explanation (you can continue on a separate page if required).

RELEASED UNDER THE
OFFICIAL INFORMATION ACT

 We may ask for evidence of this.

 Remember to read your obligations (including the privacy statement on page 25), then sign and date your declaration on page 30.

Part 4: Extra help

to go with your Jobseeker Support Student Hardship

The documents we need to see are listed on page 31.

As a returning student, you may be eligible for extra financial assistance from the Ministry of Social Development if you are receiving Jobseeker Support Student Hardship.

It's important that you answer all the questions in this section, so that we can assess your entitlement to extra help.

1. Do you want to apply for the Student Allowance Transfer Grant?

Student Allowance Transfer Grant can be paid when you are in hardship because your Student Allowance has stopped and you're waiting for Jobseeker Support Student Hardship to start. The Student Allowance Transfer Grant is a one-off payment and you will only be eligible if you have a dependent partner or child.

Yes No (Go to Q2)

1a. If yes, what is, or will be, your income the week after you stop studying?

Type of income	Your weekly income before tax	Your partner's weekly income before tax
	\$	\$
	\$	\$
	\$	\$

You need to apply for this grant no later than 28 days after your course finishes so you don't miss out on payments. For more information visit studylink.govt.nz

We may ask for evidence of your income.

2. Do you want to apply for the Accommodation Supplement?

Accommodation Supplement can help with the cost of renting, boarding or owning a home. This assistance can only be paid for the place where you are actually living.

Note: if you are already getting the Accommodation Supplement then you don't need to reapply. This is different to the Accommodation Benefit paid with a Student Allowance.

Yes No (Go to Q9)

3. Do you live alone?

Yes (Go to Q4) No

3a. If no, who else do you live with?

First name	Surname	Relationship to you

4. Do you or your partner have any non-cash assets?

Non-cash assets could be leisure boats, caravans, land or buildings other than your home, (for example a holiday home).

- Yes No (Go to Q5)

If yes, please give us the details of your non-cash assets:

Type of asset	Owner of asset (you, your partner or both)	Value	Money owing (if any)
		\$	\$
		\$	\$
		\$	\$

5. While getting the Jobseeker Support Student Hardship, will you be:

- Renting (Go to Q6) Boarding (Go to Q7) Living in a house you own (Go to Q8)

Renting – complete this question only if you are renting.

6. Is the address you have given us in your Jobseeker Support Student Hardship application a community housing property?

- Yes No (Go to Q6a)

If you are a tenant living in a community housing property, you won't be able to get the Accommodation Supplement – don't continue with this section. (Go to Q9)

6a. What is the total amount of rent paid each week for the property?

6b. How much of this total amount do you pay for you and your family?

6c. Do you pay water rates separately from your rent?

- No Yes

How often?

6d. Who do you pay rent to?

Name	Address	Phone

We may ask for evidence of your rent – for example a rent book or tenancy agreement.

Boarding – complete this question only if you are boarding.

7. What is the total amount of board you pay each week for you and your family?

Include all expenses such as power, phone and food.

7a. Who do you pay board to?

Name	Address	Phone

We may ask for evidence of your board – for example a letter from your landlord.

1 Community housing properties are provided by Kāinga Ora (formerly Housing New Zealand) and approved community housing providers.

Own home – complete this question only if you live in a house you own.

8. Please give us details of the payments you make for your home:

Only include mortgages you used to buy or alter your home. Include both interest and principal. List any other mortgages such as a second mortgage or revolving mortgage. Do not include contents insurance.

	Name of provider	How often do you pay? e.g. weekly, fortnightly, monthly	Amount
First mortgage			\$
Other mortgage			\$
House insurance			\$
Mortgage insurance			\$
Rates			\$
Water rates			\$
Body corporate fees			\$
Ground lease			\$

We need evidence of all the payments you make for your home – for example, a verified copy of a bank statement showing your payments (unless StudyLink has already seen it).

8a. Have you received a rates rebate?

Yes Amount \$ Rating Year (1 July) 20 to (30 June) 20 No

8b. What was the total cost of necessary repairs and maintenance to your home in the last 12 months?

\$

We need to see verified copies of receipts.

9. Do you want to apply for Disability Allowance?

Note: if you are already getting the Disability Allowance then you don't need to reapply. If you, or a family member, have an illness or disability, which is likely to continue for at least six months, you may be able to get extra help through a Disability Allowance. We may be able to help with costs including but not limited to ongoing visits to the doctor, medicines, medical alarms and travel. Your doctor or specialist will need to complete the Disability Certificate on page 17.

Yes No (Go to Q14)

10. Who in your family has health related costs?

You can apply for a Disability Allowance for each member of your immediate family including your partner¹ or child. If you wish to apply for a Disability Allowance for more than one person you will need your doctor or specialist to complete a separate Disability Certificate for each person. (You can photocopy the certificate on pages 17 and 18 if you need more than one).

Yourself (Go to Q11) Your partner (Please give their full name below) Your dependent child (Please give their full name below)

First name	Surname	Relationship to you

If you are applying for a for Disability Allowance for a dependent child, you could also apply for a Child Disability Allowance. For more information visit studylink.govt.nz

1 A partner is your spouse, civil union partner with whom you have a de facto relationship (where you live together as a couple in a relationship in the nature of marriage or civil union)

11. Is the disability covered by private medical insurance?

Yes (Please give the name of the insurance company and the person it applies to below) No

12. Is the disability covered by ACC or War Disablement Pension?

Yes (You may not be entitled to a Disability Allowance) No

13. What extra costs do you have because of the illness or disability?

All of these expenses must be directly related to the illness or disability and verified as necessary by a registered health professional.

Type of cost	How often do you pay? e.g. weekly, fortnightly, monthly	Amount	Who's cost is it? (e.g. yourself, your partner, your dependent child)
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

We need evidence of all the payments you make because of this disability – for example, verified copies of invoices, receipts, quotes or printouts for each additional expense.

14. Do you want to apply for Temporary Additional Support?

Note: if you are already getting Temporary Additional Support then you don't need to reapply. If you are finding it hard financially, extra help with essential costs may be available through Temporary Additional Support. It's important that you take all necessary steps to get other assistance towards costs and take reasonable steps to increase income and reduce costs where possible. Your assets will need to be below a certain level to qualify. We may also need to contact you to arrange an appointment to discuss your eligibility with someone in person.

Yes No (Go to Partner's Form on page 19)

15. Do you and/or your partner receive Working for Families Tax Credits from Inland Revenue?

'Working for Families Tax Credits' include: family tax credit, in-work payment, minimum family tax credit, child tax credit, parental tax credit.

Yes (Please give details below and provide a Certificate of Entitlement from Inland Revenue) No

You	Your partner	How often (weekly, fortnightly etc)
\$	\$	

You can get a Certificate of Entitlement by calling Inland Revenue on **0800 257 720**. Please have your IRD number ready.

We need to see a verified copy of your certificate of entitlement from Inland Revenue.

16. Do you and/or your partner have any essential costs that you have to pay to keep working?

Employment costs include: vehicle running costs or public transport to employment, childcare if the caregiver is working, and a telephone if it is a condition of employment.

Yes (Please provide details below and provide proof of these costs) No

Q16 continued

Employment cost	How often (weekly, fortnightly etc)	Amount
		\$
		\$
		\$
		\$
		\$
		\$

 We need to see verified copies of these employment costs.

17. Do you and/or your partner have any essential credit sales (hire purchases) or regular costs?


Essential items that may be included: beds, dining suites, fridge/freezer, portable heaters, lounge suite, stove, television, vehicle repayments, washing machine (or laundrette costs), dryer (disability) and childcare costs (disability).

Yes (Please provide details below and provide proof of these costs)

No

Item	Amount	How often (weekly, fortnightly etc)	Start/purchase date	End date
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /
	\$		/ /	/ /

Please talk to us if you, your partner or any dependent children have disability costs but have not applied for a Disability Allowance.

 We need to see verified copies of these costs. If they are a consumer credit sale (hire purchase) we will need to see a verified copy of your purchase agreement and the latest balance statement.

17a. Tell us your reasons for purchasing the items you listed in Q17 and whether they are on a consumer credit contract (this is an agreement for a fixed payment amount over a fixed period of time) or revolving credit (such as a credit card or shop card).

We need to know that the cost was essential to meet your family's daily living needs and could not be readily avoided or varied when the expense occurred.

Item	Reason for purchase	Consumer credit (CC) or revolving credit (RC)

 If you purchased your item on a revolving credit payment we will also need to see evidence of your balance prior to the purchase.

18. Do you and/or your partner need a phone for safety or security reasons, or because of special family circumstances?

Phone costs for personal safety or security need to be verified by either the Police, court orders, Women's Refuge, previous history held by Work and Income, Oranga Tamariki or any other relevant organisation.

Yes (Please provide details below)

No (Go to Q19)

Details of circumstances

Amount \$

How often (weekly, fortnightly etc)

Amount \$ How often (weekly, fortnightly etc)

We need evidence of your circumstances and your telephone rental cost (excluding toll or call charges and mobile phones) if we don't have these details already.

19. Please indicate what steps you and/or your partner have taken, or will take, to get other help, reduce costs or increase income.

Temporary Additional Support is last resort financial assistance, you and your partner must take all necessary steps to get other assistance towards costs and take reasonable steps to increase income and reduce costs where possible.

We may need to talk with you about what other steps you might be able to take.

Remember to read your obligations (including the privacy statement on page 25), then sign and date your declaration on page 30.

Disability certificate

Registered medical practitioner to complete:

Client number | |

Benefit type

1. What is the client's name?

First name	Middle name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

The Disability Allowance is available for reimbursement of additional costs arising from a Disability where the following criteria are met:

- The person has a disability which is likely to continue for not less than six months; and
- The disability has resulted in a reduction of the person's independent function to the extent that:
 - the person requires ongoing support to undertake the normal functions of life, or
 - the person requires ongoing supervision or treatment by a registered health professional.

For the purposes of qualifying for Disability Allowance, a disability means:

- physical disability or impairment
- physical illness
- psychiatric illness
- intellectual or psychological disability or impairment
- any other loss or abnormality of psychological, physiological, or anatomical structure or function (including sensory impairment)
- reliance on a guide dog, wheelchair, or other remedial means
- the presence in the body of organisms capable of causing illness.

For more information about Disability Allowance, refer to the "Guide for Medical Practitioners – Disability Allowance" brochure.

2. Does the person have a disability that meets the Disability Allowance criteria above?

Yes No (Go to Q7)

3. What is the nature of the person's disability? Please tick the major disabilities or specify below:

Psychological or psychiatric conditions

- Stress (160)
- Depression (161)
- Bipolar disorder (162)
- Schizophrenia (163)
- Other psychological/psychiatric conditions (165)

Nervous system disorders

- Epilepsy (120)
- Multiple sclerosis (121)
- Parkinson's disease (122)
- Muscular dystrophy (123)
- Other nervous system disorders (124)

Cardio-vascular disorders

- Heart disease (130)
- Stroke (131)
- Other cardio-vascular disorders (132)

Immune system disorders

- HIV / Aids (140)
- Other immune system disorders (141)
- Metabolic and endocrine disorders
- Diabetes (150)
- Other metabolic or endocrine disorders (151)

Substance Abuse

- Alcohol (170)
- Drug (171)
- Other substance abuse (172)

Accident

- Burns (190)
- Fractures, dislocations, soft tissue injury (191)
- Poisoning, toxic effects (192)
- Internal injuries (193)
- Injury to the nervous system (194)
- Back pain / injury (195)
- Overuse injury [RSI] (196)
- Complications of medical or surgical care (197)
- Other injury (198)

Sensory disorders

- Blindness (180)
- Other visual / eye (181)
- Hearing / ear (182)
- Other sensory disorders (183)

Other disorders

- Congenital conditions (103)
- Intellectual disability (164)
- Cancer (104)
- Infectious / parasitic diseases (105)
- Musculo-skeletal system disorder (106)
- Respiratory disorders (107)
- Genito-urinary disorders (108)
- Blood and blood forming organs (109)
- Skin disorders (110)
- Digestive system disorder (111)
- Other (please explain below)

4. Please indicate the expected duration of the disability:

- less than 6 months (there may be no entitlement to Disability Allowance)
- 6 to 12 months
- 1 to 2 years
- 2 to 3 years
- Permanent (never reassess)

5. Please list the type, cost and how often visits to doctors or specialists are necessary and result from the stated disability:

Type of consultation	Cost	How often (e.g. daily, weekly, monthly)	Registered Medical Practitioner's initials
	\$		
	\$		
	\$		

6. Please list the pharmaceuticals, items, services or treatments that are necessary and of therapeutic value for the stated disability:

Item/ Service/Treatment/ Pharmaceutical	Registered Medical Practitioner's initials

7. Registered Medical Practitioner Verification

HPI number

Registered medical practitioner's stamp

Medical practitioner's signature

Day Month Year

This information is required under the Social Security Act 2018.
 Privacy Act: The person has been advised and understands that this information is required for benefit assessment purposes.

Part 5: Partner's form

This section is to be completed by the partner of the person applying for the Jobseeker Support Student Hardship.

The documents we need to see are listed on page 31.

1. What is your client number?

If you have received assistance from StudyLink or Work and Income before, write your client number here if you know it. This number can be found on your Community Services Card if you have one.

Client number

2. What is your full name?

First name	Middle name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

3. What is your legal name as it appears on your birth certificate? (If different from above)

First name	Middle name(s)	Surname or family name
<input type="text"/>	<input type="text"/>	<input type="text"/>

4. Have you ever been known by any other name(s)?

Yes No

If yes, please write them out below:

First name	Middle name(s)	Surname or family name	Maiden name? Yes/No
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

5. What date were you born?

Day Month Year

 We need to see a verified copy of your birth certificate or passport (unless StudyLink has already seen it).

6. Are you:

Male Female Gender diverse

You need to let us know if anything changes in your personal situation because it could affect your payments.

7. What is your Inland Revenue (IRD) tax number?

If you have an IRD number with less than nine digits, please insert zero(s) in front of your IRD number. If you don't have one, you need to get one from Inland Revenue by calling **0800 22 77 74**, or you can download a form at ird.govt.nz.

8. What bank account do you want your payments to be paid into (this account must be in your name or you must complete an Appointment of Agent form)?

Account name:

Bank

Branch

Account

Suffix

Please note – if you give us an incorrect bank account number we can't pay you, please check it against your bank statement.

We need to see evidence of this account. Evidence could be a verified copy of a pre-printed deposit slip or statement with your name, bank, branch and account number (unless StudyLink has already seen it).

9. Do you live with the student?

 Yes

 No

If no, where do you live?

Flat/House number		Street address			
Suburb		City		Post code	Country
					NEW ZEALAND

9a. Are you (or will you be) a tenant living in a community housing property?

 Yes

 No

10. How can we contact you?

Phone	Mobile ¹	Fax	Email ²

11. Were you born in New Zealand?

 Yes (Go to Q12)

 No

11a. What country were you born in?

11b. Are you a:

 Residence class visa holder³
 Protected person⁴
 New Zealand citizen

 Other (Provide details eg. Refugee)

If you are a residence class visa holder or New Zealand citizen, when were you granted residency/citizenship?

 Day Month Year

We need to see a verified copy of your birth certificate, passport or letter from Immigration New Zealand to prove your residence (unless StudyLink has already seen it).

¹ Community housing properties are provided by Kāinga Ora (formerly Housing New Zealand) and approved community housing providers.

² If you give us your mobile number or email address we may use these to send you text messages or emails to let you know about important changes, appointment reminders or that it's time to reapply if you're continuing with your studies. This must be your own mobile number or email address. Do not give the contact details of your education provider.

³ A residence class visa holder is someone who is entitled to reside in New Zealand indefinitely and holds a residence class visa under the Immigration Act 2009 (holders of resident permits and returning resident's visas (RRVs) granted under the Immigration Act 1987 are deemed to hold a residence class visa under the Immigration Act 2009). If you are an Australian citizen or Australian permanent resident please choose 'residence class visa holder'.

⁴ As defined under sections 130 and 131 of the Immigration Act 2009.

11c. If you are a residence class visa holder, were you granted residency under sponsorship?

Yes No

11d. When did you come to New Zealand to live?

Day Month Year

12. Do you usually live in New Zealand?

Yes No

13. The following information is only needed for statistical purposes. It's up to you whether you answer this question. We'd appreciate it if you would tick the ethnic group(s) you most identify with.

NZ European Other European NZ Māori Samoan Cook Island Māori
 Tongan Niuean Tokelauan Fijian Pacific Island – Other
 Southeast Asian Chinese Indian Asian – other Middle Eastern
 Latin American African Other (please provide details)

If you are NZ Māori, which iwi do you belong to?

14. Do you have children under 3?

Yes No

14a. If no, when were you (or will you be) available for work?

Day Month Year

14b. Are you registered with Student Job Search (you don't need to do this if you are not a student), or Work and Income to find work?

Yes No (Go to Q16)

14c. If you are registered with Student Job Search, what is your Student Job Search Number?

15. Are you studying now or are you intending to study in the next academic year?

Yes No

15a. If yes, when did/does your course start?

Day Month Year

If you haven't applied for a Student Allowance or Student Loan you can apply online at studylink.govt.nz

16. Are you working now?

Yes No (Go to Q17)

16a. What type of work do you do?

Full-time Part-time Voluntary Self-employed Casual

16b. When did you start this job?

Day Month Year

16c. Please give us details of your income per week before tax:

By 'per week' we mean from each Monday to Sunday,

Weekly income before tax	Hours worked each week	Employer's name or income source
\$		
\$		

Employer's trading name (if different)	Business address	Suburb/City/Town
1.		
2.		

We may ask for evidence of your income.

17. Have you been in any other paid work at any time in the last 6 months?

Paid work also includes any indirect monetary benefits such as free board or shares in a business.

Yes (Go to Q17a) No (Go to Q17c)

17a. How long did you work there?

Date you started work?

Date of last day of work?

Day Month Year
 Day Month Year

17b. Why did this work end?

Reason for leaving this job

17c. Did you get any holiday, redundancy or termination-type pay in the last 26 and 52 weeks?

Yes No (Go to Q18)

If yes, was it:

Holiday pay – how much before tax?
 Redundancy pay – how much before tax?
 Termination pay – how much before tax?

	Last 26 weeks	Last 52 weeks
\$	\$	\$
\$	\$	\$
\$	\$	\$

We may ask for evidence of this payment.

18. Do you get any other income?

Income is any money you or your partner get from any source, taxable or non-taxable. This could include but is not limited to wages, salary, termination payment, bonus pay, holiday pay, child support, maintenance payments, paid parental leave, interest from savings and investments, dividends from shares, income from a family trust, farm or business, income from boarders or rent, superannuation, overseas benefits and pensions, weekly accident insurance payments, some scholarships, any indirect monetary benefits you get such as free board or shares in a business, and any other income that you have or may deprive yourself of.

Note for Temporary Additional Support assistance the following are also considered income: Student Allowances, the living costs component of the Student Loan, Working for Families tax credits, all Work and Income benefits except Unsupported Child's Benefit and Orphan's Benefit.

Yes No (Go to Q19)

If yes, please give us details of your income per week before tax?

Type of income	Weekly income before tax
	\$
	\$

Remember to include any child support payments you get as income – but don't include your Student Allowance, Student Loan or Family Tax Credits.

We may ask for evidence of your income.

19. What was your average income per week before tax in the last 26 and 52 weeks?

For example, to calculate your average weekly income for the last 26 weeks, take your total income over the last 26 weeks and divide by 26 (remember to include any current income). If you had no income write \$0 or NIL.

Last 26 weeks	Last 52 weeks
\$	\$

We may ask for evidence of this income.

20. What other sources of money have you got access to?

- Personal income
 Help from parents
 Student Loan
 Savings
 None

Other (please explain)

We may ask for evidence of this income.

21. Have you ever lived overseas?

This could include working holidays where you have paid tax to an overseas government, places where you have had a home and resided, or if you have lived in another country with a member of your family (who was working overseas). 'Lived' does not mean recreational holidays or where you have lived and been based in New Zealand but you travelled overseas to work for a short period and you paid New Zealand tax on those earnings.

- Yes
 No

If yes, please give us details of your time overseas:

Name of country	Entry date	Exit date	Purpose (e.g. working holiday, immigration)
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	
	/ /	/ /	

22. Do you receive or qualify for a social security pension or benefit (or any similar payment) from an overseas government?

- Yes
 No

If yes, please tick the box that best describes your pension or benefit:

- Retirement or old age
 Disability or invalidity
 Widow or survivor
 War related

- Superannuation
 Child or dependant

Other payments (please explain)

Please give us details of these payment(s):

Name of your pension, benefit or other payment(s)	Country it comes from	Amount (in overseas currency)	Before or after tax?	How often are you paid?	Overseas payment reference no.

If you have any questions about overseas benefits or pensions call Senior Services International on 0800 777 227.



We may ask for evidence of your income. Remember to read your obligations (including the privacy statement on page 25), then sign and date your declaration on page 27.

RELEASED UNDER THE
OFFICIAL INFORMATION ACT



What you need to do (your obligations)



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When you're getting payments from us, there are some things you need to do to make sure you're getting paid the right amount. So does your partner, if you have one.

If you don't do these things, we could pay you the wrong amount. It could also mean we have to reduce or stop your payments. We don't want you to miss out on money you need so please read these carefully.



Let us know when things change

You need to let us know about changes that might affect the amount you're paid.

Changes to your income or availability for work, like:

- starting, stopping or changing jobs
- starting or finishing part-time or full-time study
- changes to your pay or other income, including getting an overseas pension
- starting to run a business (for yourself or someone else).

Changes to information about you or your family, like:

- name, address, contact details or bank account number
- starting or ending a relationship, marriage, or civil union
- a partner passes away
- the number of children in your care, including having another baby.

Changes to where you live or how much it costs, like a rise or drop in your rent, board, mortgage or rates.

We also need to know if you:

- go into or come out of hospital
- are being held in custody or on remand.

If we have the wrong information we could pay you the wrong amount. If we pay you too much you might have to pay us back.

① A **job** could be part-time, casual or full-time, paid or unpaid.

① Having another baby while you're getting a benefit changes your obligations about looking for work.



Tell us if you're going overseas

If you're travelling overseas, you need to let us know.

You need to let us know before you leave New Zealand. If there's a good reason you can't, then you need to let us know as soon as you can.

① We can't pay you while you're out of New Zealand unless we've agreed to it.



① **Full-time work** means work of at least 30 hours a week.

Part-time work for partners with children means work of more than 20 hours and less than 30 hours a week.

Part-time work for people with a health condition means work of more than 15 hours and less than 30 hours a week.

Health condition includes illness, disability, or injury.

① **Getting ready to work** might include job training courses, seminars, work experience, or work assessment.

① **A suitable job** is any work you're capable of doing and can get to. Work could be full-time, part-time or temporary work, or work that is seasonal or subsidised.

Look for work

Generally, you need to look for full-time work if you're not caring for children under the age of 14.

You'll need to look for part-time work if your health condition means you can work part-time.

Your partner (if you have one) needs to look for part-time work if the youngest child in your care is between 3 and 13.

You need to:

- do things we ask you to do to help you get ready to work
- be available for a suitable job, and do everything you can to get one
- take part in job interviews we ask you to go to
- accept any suitable job offer.

If potential employers or training providers are legally allowed to ask you to take a drug test, you need to pass the test.

You also need to:

- meet with us when we ask
- keep us up-to-date with what you're doing to find work.



① **Health condition** includes illness, disability, or injury.

Do what you can to get ready to work

You'll need to do what you can to get ready to work while you have:

- **children in your care aged under 3**
- **a health condition that stops you from working 15 or more hours a week.**

We won't ask you to look for work until you're able to. Until then, you need to:

- make a plan and do everything you can to get ready to work
- meet with us when we ask.



Keep up-to-date with children's health and education

Looking after children in your care includes making sure they're:

- **enrolled with a health practitioner or medical centre**
- **up-to-date with core Well Child/Tamariki Ora checks**
- **enrolled in and going to early childhood education from the age of 3 until they start school**
- **going to school from when they start at the age of 5 or 6.**

If we ask, you'll need to talk to us about what you're doing to care for your children's health and education.



You'll set up a Youth Service Plan with your coach to cover:

- education, training and work-based learning
- budgeting and how you'll manage your money
- parenting (if you have children).

Work with a Youth Coach, if you're asked to

You'll need to work with a Youth Coach if you're:

- aged 16-17 and don't have children
- aged 16-19 and have children.

You'll meet with them to talk about how things are going with your Youth Service Plan.



You can find ideas on how to do this at msd.govt.nz/reducing-costs

Make any changes you can so you don't need Temporary Additional Support

Temporary Additional Support (TAS) is short-term help to meet your costs.

If you get TAS you need to do what you can to:

- reduce costs
- earn extra money
- get other help with costs.

What can happen if you don't meet your obligations

You need to do the things listed above to keep getting payments from us. So does your partner, if you have one.

If you don't do these things your payments may go down or stop. In some cases you could even be prosecuted.



You can find full details about what can happen if you don't meet your obligations at msd.govt.nz/not-meeting-your-obligations

Your payments can go down or stop if you:

- don't tell us something we need to know
- don't do something we asked you to do to look for work
- refuse an offer of suitable work
- are not doing what you need to do to get ready for work
- refuse to take, or fail a drug test needed by an employer or training provider.

Your rights

You have the right to ask us to review any decision we make about your payments.



If you don't think we have things right or there's something you don't understand:

- call us – we can usually fix it over the phone
- you have the right to ask us to review the decision. Find out how at msd.govt.nz/reviews



How we protect your privacy



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Collecting your information

We collect your personal information, so we can provide income support, NZ Super or Veteran's Pension, Student Allowance, or Loans and connect you with employment, education and housing services. We do this under various Acts, which are all listed on our website at workandincome.govt.nz/privacy

- To help us do this, we collect information about your identity, your relevant history, and your eligibility for our services.
- We get this information directly from you, and we sometimes collect information about you from others, including other government agencies.
- You can choose not to give us your personal information, but we might not be able to help you if you don't.

Using your information

We use the information you give us to make decisions about the best way to help you.

- These decisions may be about:
 - whether you're eligible for our services
 - running our operations and ensuring our services are effective
 - the services we'll provide in the future.

Sharing your information

Sometimes, we need to share your information outside our Ministry to reach our goal of helping New Zealanders to be safe, strong, and independent.

- To do this, we may share your information with:
 - prospective employers to help you find work
 - contracted service providers that help us to help you
 - health providers if we need your medical information to assess your eligibility
 - other government agencies when we have an agreement with them
 - some other governments if you may be eligible to get or are getting an overseas pension.
- We also share personal information when the law says we have to.

Respecting you and your information

We make sure we follow the Privacy Act to do what's right when we use your information.

- We treat you and your information with respect, by acting responsibly and being ethical.
- We make sure any technology we use meets strict security standards so it keeps your information safe.

Get in touch if you have a question

You have a right to ask to see your personal information, and to ask for it to be corrected if it's wrong.

- If you have a question or a complaint, please get in touch.
- You can find full details about what we do with personal information in our privacy notice at: workandincome.govt.nz/privacy

Signature page

Office copy

Applicant

I have answered all the questions that apply to me and my situation.

The information I have given you is true and complete.

I understand the things I need to do while I'm getting payments.

I will do what I need to do to meet my obligations.

I understand what you do with my personal information and how you protect my privacy.

Applicant's name (print)

Applicant's signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Applicant's partner

I have answered all the questions that apply to me and my situation.

The information I have given you is true and complete.

I understand the things I need to do while I'm getting payments.

I will do what I need to do to meet my obligations.

I understand what you do with my personal information and how you protect my privacy.

Applicant's partner's name (print)

Applicant's partner's signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Helper's statement

Complete this if you've helped the applicant or their partner to complete this application form.

Your first and middle names

Your surname or family name

Your address

Your phone number

Tick the box for the statement that applies

- I completed this application form at the request of the person applying. They told me they understood what they were signing. The statements and answers I have completed are true and complete as given to me by the person applying.
- I completed this application form at the request of the partner of the person applying. They told me they understood what they were signing. The statements and answers I have completed are true and complete as given to me by the partner of the person applying.

Helper's signature

Date

<input type="text"/>	<input type="text"/>	<input type="text"/>
Day	Month	Year

Signature page

Applicant's copy

Applicant

I have answered all the questions that apply to me and my situation.

The information I have given you is true and complete.

I understand the things I need to do while I'm getting payments.

I will do what I need to do to meet my obligations.

I understand what you do with my personal information and how you protect my privacy.

Applicant's name (print)

Applicant's signature

Date

Day	Month	Year

Please use the document checklist to help you make sure you provide all the documents we need.

Applicant's partner's copy

Applicant's partner

I have answered all the questions that apply to me and my situation.

The information I have given you is true and complete.

I understand the things I need to do while I'm getting payments.

I will do what I need to do to meet my obligations.

I understand what you do with my personal information and how you protect my privacy.

Applicant's partner's name (print)

Applicant's partner's signature

Date

Day	Month	Year

Please use the document checklist to help you make sure you provide all the documents we need.

Documents to provide

All documents sent to StudyLink must be a verified copy. A verified copy is a copy of the original document which has been signed and dated by someone like a Solicitor/Lawyer, Notary Public, Court Registrar, an approved person at an education provider, school principal, StudyLink or Work and Income staff member or Justice of the Peace (listed in the Yellow Pages) who can confirm that the copy is the same as the original. They must print their name and title on each page and write that it is a true copy and sign it.

The best way to send your documents to us is online using connect.co.nz. Please remember to include your name and client number with any documents that you send to us. For more information visit connect.co.nz

You need to provide the following documents every time you apply:

Student Partner

One other form of ID (unless you've had an approved Student Loan with StudyLink). For example, your driver's licence or Community Services Card.

Written parental consent or an order from a Family Court judge if you are in a de facto relationship where either you or your partner is aged 16 or 17.

You need to provide the following documents if you are applying for the first time and StudyLink hasn't seen them before:

Student Partner

Your birth certificate or passport.

Evidence of your immigration status – if you were not born here. For example, your passport, residency documents, certificate of citizenship or letter from Immigration New Zealand.

Evidence of any name change you've had – if the name you're applying under is different from the name in the documents you're providing. For example, marriage certificate or deed poll papers.

Full birth certificates for any children in your care.

Evidence of your bank account. For example, a pre-printed deposit slip or statement with your name, bank, branch and account number.

We may ask for evidence of your income if you have been or are currently working:

Student Partner

For example, your last payslip or letter from your employer.

We may ask for evidence of other income, including income from overseas or cash assets

Student Partner

For example, we may ask for a bank statement or letter from your bank showing your interest from investments or savings, or the net equity in any property or land not used as your home.

We may ask for evidence of any overseas pension or income. Evidence of your necessary repairs and maintenance carried out in the last year. For example, receipts or a bank statement showing these payments.

You need to provide the following documents if you are applying for the Accommodation Supplement

Student Partner

Evidence of the regular payments you make for your home. For example, letters or statements showing these payments.

Evidence of your necessary repairs and maintenance carried out in the last year. For example, receipts or a bank statement showing these payments.

You need to provide the following documents if you are applying for the Disability Allowance

Student Partner

Evidence of payments you make because of this disability.

Disability Certificate from your General Practitioner or Specialist.

You need to provide the following documents if you are applying for Temporary Additional Support

Student Partner

Certificate of Entitlement from Inland Revenue.

Evidence of any employment related costs you have listed.

Evidence of any essential credit sales items you have listed.

MyStudyLink

get it all done online

- check out what financial assistance you may be able to get
- apply for your student finances
- check your Student Allowance and Student Loan application status
- view and update your personal details
- change the amount of your living cost payments and apply for your course-related costs
- view details of your next payment and previous transactions
- view your mail
- view and accept your Student Loan Contract.

How to contact us

Website: studylink.govt.nz

Phone: **0800 88 99 00**

Using Connect

A quick and easy way to send us your documents

1. Create an account at connect.co.nz with your RealMe login
2. Upload your verified documents
3. Submit to StudyLink