

# 2010 Victorian Public Transport Student Concession Card and Student Pass Application Form

## Applying for your card

Complete this application form to obtain your 2010 Victorian Public Transport (VPT) Student Concession Card (a \$9 fee applies).

You must carry your VPT Student Concession Card with you at all times when travelling – this is your proof of entitlement to travel on a concession fare on metropolitan, V/Line and regional service networks.

If you are an eligible primary or secondary student, you can also apply for a half yearly or yearly Student Pass using this form.

Student Passes will be loaded onto a new concession myki (if applicable). The myki must be registered at the time of issue using the Student myki Registration Form. The myki card fee is waived.

## Victorian Health Care Card

If you've been issued a Victorian Health Care Card by Centrelink, it can also be used as proof of entitlement. You will not need to apply for a VPT Student Concession Card.

## What you need to do

**Step 1:** Complete all sections on the form (excluding Section H), ensuring that the 'Declaration' is signed.

**Step 2:** Affix TWO identical original colour passport-quality photographs to the form. Photographs must be clear head shots taken front on. Photocopies, black and white photographs or photographs not meeting these requirements will not be accepted.

**Step 3:** Once the form is completed and photographs affixed, take the form to the Principal/Bursar/Registrar or Secretary of your School/Institution. They will need to overstamp the photograph (outlined on the form) with the official School/Institution stamp. They will also be required to sign the School/Institution Declaration. Please note: You must meet the eligibility criteria detailed on this form.

**Step 4:** Take the completed form with the appropriate payment to an issuing point for processing (refer: Locations of issue). Payment may be made by cash, debit card, Visa or MasterCard (not all outlets).

Cheques are accepted. The cheque must have the owner's name, address, contact number and driver's licence number printed on the reverse.

Only primary and secondary students may buy a Student Pass (conditions apply, see Eligibility Criteria).

## VPT Student Concession Card Validity Dates (for eligible students)

- Half Yearly (tertiary only): From 1 January 2010 until 31 July 2010.
- Yearly (all students): From 1 January 2010 until 28 February 2011.

## Student Pass Validity Dates (for eligible students)

- First Half Year: From 1 January 2010 until 31 July 2010.
- Second Half Year: From 1 July 2010 until 28 February 2011.
- Yearly: From 1 January 2010 until 28 February 2011.

All Student Passes will be electronically issued on a concession myki with exception of Colac School Town Service, Southwest Transit or Portland Town & Portland North School Town Service Student Passes, which will continue to be issued as paper passes.

## Locations of issue

### Metropolitan Premium Stations

Monday to Friday after 9:30am (some stations may not be able to sell VPT Student Concession Cards and Student Passes between 3:30pm and 6:00pm)

Saturday and Sunday – anytime

### Staffed V/Line stations & V/Line ticket agents

Call 136 196 for locations and hours of operation

### The MetShop

Melbourne Town Hall, Corner of Swanston and Little Collins Streets, Melbourne

Monday to Friday 9:30am to 5:00pm

Saturday 9:30am to 12 noon

For further information about these operating times please call Metlink on 131 638

## Eligibility criteria

### To obtain a VPT Student Concession Card you must be:

- Attending a normal course of full-time study at a School/Institution registered with the Victorian Department of Education & Early Childhood Development as shown in the Victorian Public Transport Approved Schools and Approved Courses in Tertiary Institutions Register; and
- A citizen or permanent resident of Australia. Students with refugee status; a student studying as part of an approved overseas exchange program; or with an Australian Development Scholarship are also eligible (proof such as a letter from your School/Institution is required).

### Unfortunately, you can't get a VPT Student Concession Card if you're:

- Enrolled in a Masters, Doctorate, or other postgraduate course
- An overseas full-fee paying student (primary, secondary or tertiary)
- Enrolled in a tertiary course which is less than 10 weeks duration
- Enrolled in an apprenticeship course.

## For more information about public transport services:

### Metlink (metropolitan Melbourne)

Call 131 638 or visit [metlinkmelbourne.com.au](http://metlinkmelbourne.com.au)

### Viclink (regional Victoria)

Call 136 196 or visit [viclink.com.au](http://viclink.com.au)

### Note:

- Debit and credit cards (Visa and MasterCard only) are accepted.
- Staff at the issuing point reserve the right to reject applications that fail to comply with the terms and conditions.

Place a cross within the appropriate box when selecting an option .

Please use **BLACK** or **BLUE INK** and print within the boxes using **CAPITAL LETTERS**.

### Section A: Details of Applicant (Please complete all fields)

Title (eg Mr, Mrs, etc)  Family name/surname

First given name (in full, no initials)  Date of birth  DD  MM  YYYY

**Residential Address** (please leave a gap between numbers and words)

Unit number/street number/street name

Suburb/town/locality  State  Postcode

**Mailing/Postal Address** (please leave a gap between numbers and words)

Same as above

Unit number/street number/street name/PO Box

Suburb/town/locality  State  Postcode

**Contact Details** (please provide at least one telephone number)

Daytime contact phone number  Mobile number (optional)

Email address (optional)

### Section B: School/Institution Details and Photographs

**If Primary or Secondary Student** (please complete)

Primary  Secondary Year level

**If Tertiary** (please complete)

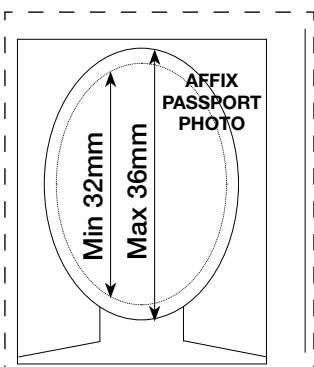
Tertiary (yearly)  Tertiary (half yearly)

Course name  Course start date  DD  MM  YYYY

Expected course completion date  DD  MM  YYYY Course duration  no. of weeks in 2010

**Residential Status** (please cross one)

Australian resident/citizen **OR**  Overseas exchange student, student with a refugee status, or ADS student (proof required e.g. letter from school/college/institution)

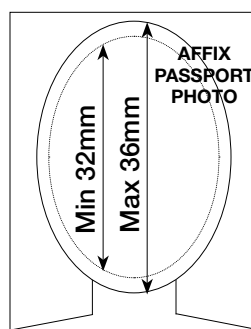


#### School Stamp (mandatory)

Please stamp the photograph to the left, in the top left hand corner, with the official School/Institution stamp.

Please **DO NOT** stamp over the face of the photograph.

Secure photo face up.



#### Photographs (mandatory)

Affix TWO identical original colour passport-quality photographs to the form.

Secure photo face up.

## Section C: School/Institution Declaration

I certify as correct the particulars of the student named on this application form and whose photographs are attached. I have verified these particulars by inspection of the student's records and I declare that this student is full-time (in 2010) and eligible for a VPT Student Concession Card. I agree that this School/Institution will upon request by a Public Transport Authority# confirm whether or not these particulars remain correct.

Signature of  
Principal, Bursar,  
Registrar or Secretary




Date




Name of Signatory (please print)

Name of School/Institution (please write full name)

School/Institution Telephone Number

# Public Transport Authority means Transport Ticketing Authority (TTA), the Department of Transport and any agent, contractor or delegate of TTA or the Department of Transport including Metlink and public transport operators.

## Section D: VPT Student Concession Card (Please choose one)

Students attending a TAFE College and studying full-time VCE or VCAL are eligible to obtain a VPT Secondary Student Concession Card.

Tertiary students enrolled in an approved short course of between 10 and 20 weeks may only obtain a Half Yearly VPT Tertiary Student Concession Card.

Please cross applicable box

Primary Yearly

Tertiary Yearly

Secondary Yearly

Tertiary Half Yearly

**VPT Student Concession Card fee: \$9.00**

## Section E: Student Passes (Available to primary and secondary students only)

### Victorian Student Pass

- Entitles the Student to unlimited travel on all trains, trams and buses operating wholly within Victoria.
- This Student Pass is an entitlement electronically loaded onto a concession myki.
- The myki card number will be written on the VPT Student Concession Card. Both the myki and VPT Student Concession Card must be carried at all times when travelling.

Half Yearly

\$213.50

Yearly

\$410.00

### Regional Transit Student Pass

- These Student Passes, when shown with a valid VPT Student Concession Card, are available for unlimited travel on all buses within the transit bus system and limited V/Line rail services.
- Geelong Transit, Ballarat Transit and Bendigo Bus Student Passes will be electronically loaded onto a concession myki.
- Paper Student Passes will continue to be issued for Southwest Transit, Colac School Town Service and Portland Town & Portland North School Town Services.
- The Regional Transit Student Pass number or myki card number will be written on the VPT Student Concession Card. Both the myki and VPT Student Concession Card must be carried at all times when travelling.
- These Student Passes are only available from staffed V/Line stations in the regional cities listed (call 136 196 to find out locations).

Half Yearly

Yearly

**Geelong Transit**

\$173.00

\$330.60

**Ballarat Transit**

\$173.00

\$330.60

**Bendigo Bus**

\$152.30

\$274.10

**Southwest Transit**

\$115.90

\$217.70

**Colac School Town Service**

\$163.80

\$327.60

**Portland Town & Portland North School Town Service**

\$163.80

\$327.60

## Section F: Terms and Conditions (Please read)

1. Issued subject to the *Transport Act 1983*, Regulations and Conditions of Use.
2. You cannot use your student ID card to purchase a concession fare on public transport.
3. You must carry your VPT Student Concession Card when travelling on a concession fare and present it on request.
4. The VPT Student Concession Card and Student Passes remain the property of the issuing Public Transport Authority#. Lost, stolen or mutilated VPT Student Concession Cards and Student Passes may only be replaced at the place of purchase. A replacement fee applies. Originals, if found, must be returned to the place of purchase.
5. Your VPT Student Concession Card and/or Student Pass can only be used by you and are not transferable to others.
6. It is your responsibility to ensure you continue to meet the ongoing eligibility requirements for your VPT Student Concession Card and if you cease to be an eligible full-time student the VPT Student Concession Card and/or Victorian Student Pass must be returned to the place of purchase.

## Section G: Privacy Notice and Declaration (Please read and sign)

You will generally be able to access your personal information. If personal information is not provided we may not be able to provide the card/pass. For further information about privacy and on rights of access to personal information visit [myki.com.au](http://myki.com.au) or call 13 6954 (13 myki). The personal information you provide on this form is collected by Public Transport Authorities# to issue and administer a VPT Concession card and/or Student Pass, and may be used to issue and administer a myki. Personal information held by Public Transport Authorities# may be used or disclosed (including to each other) to verify entitlement to concession travel; for ticketing enforcement; in emergencies; otherwise as required or authorised by or under law; or with your consent.

I agree to the Terms and Conditions on this form and have read the Privacy Notice.

Signature of student  
or parent/guardian



Date

Name of Signatory (please print)

# Public Transport Authorities means Transport Ticketing Authority (TTA), the Department of Transport and any agent, contractor or delegate of TTA or the Department of Transport including Metlink and public transport operators.

## Section H: Office Use Only

VPT Concession Card number

Date of issue

Date entered into database

Concession myki card number

Regional Transit Student Pass number (paper)

Type of VPT Student Concession Card issued

Primary  Secondary  Tertiary Half Yearly  Tertiary Yearly

Type of Student Pass issued

Victorian Student Pass  Yearly  
 Regional Transit Student Pass  1st Half Year  
Town/Region                  2nd Half Year

Issuing point

Replacement myki card number

Replacement Regional Transit Student Pass number (paper)

Replacement VPT Concession Card number

# Student myki Registration Form

Use this form if you are **obtaining and registering a concession myki** at the time of applying for your VPT Student Concession Card.

(Only one myki can be registered per form).

**If you are deaf, or have a hearing or speech impairment, contact us through the National Relay Service:**

- TTY users phone 133 677, then ask for 13 6954 (13 myki).
- Speak and listen users phone 1300 555 727, then ask for 13 6954 (13 myki).

**If you need an interpreter:**

- Call the Translating and Interpreting Service (TIS National) on 131 450 and ask for 13 6954 (13 myki).

**It's easy to learn more about myki**

Visit [myki.com.au](http://myki.com.au)

Call **13 6954 (13 myki)**



## General Information

When you apply for your VPT Student Concession Card, you will be provided with a free myki. You must register the myki using this form. By registering your myki, your balance will be protected should you report it lost or stolen.

If you need a Student Pass, it will be electronically loaded onto your myki at the same time.

### Important information for students

Students must carry their VPT Student Concession Card with them when travelling as this is proof of their concession entitlement. The myki (and Student Pass if loaded) is not valid for travel unless accompanied by the VPT Student Concession Card.

### Section A – Account Holder Details

**The account holder is the person who will manage the myki and will be responsible for it.** The myki will be registered under the account holder's details.

The account holder and the cardholder could be the same person (student). However, the account holder may be a parent or guardian who sets up an account for their child or dependent (cardholder).

The account holder will have access to the registration details of the cardholder and information relating to the use of the myki.

### Section B – myki Cardholder Details

**The cardholder is the student who will use the myki to travel.** A myki is non-transferable and can only be used by the cardholder.

### Benefits of registering your myki

- The balance on your myki will be protected should you report it lost or stolen.
- Option to manage your myki with an online account; and
- Option of auto top up for 'set and forget' convenience.

### How to get a VPT Student Concession Card

To get a VPT Student Concession Card, an application form must be completed and officially endorsed by the student's school. When you apply for your VPT Student Concession Card, you will be provided with a concession myki at no extra charge. Forms can be obtained from staffed stations, the MetShop or downloaded from [myki.com.au](http://myki.com.au)

A VPT Student Concession Card costs \$9 and is valid for one year.

### How to obtain a replacement myki

Students requiring a replacement myki must complete the replacement application process at the location where they originally lodged their application. An administration fee of \$9.80 may apply.

### Lodgement of form

This form can **only** be lodged at a staffed station or the MetShop and must be accompanied by a completed VPT form. The VPT form must be endorsed by the student's school.

### Privacy

The Transport Ticketing Authority (TTA) understands and respects your right to privacy and we are committed to privacy protection. The Information Privacy Act 2000 and TTA's Privacy Policy regulate how we collect and handle your personal information.

Visit [myki.com.au](http://myki.com.au) or call 13 6954 (13 myki) for further information about privacy or our Privacy Policy.



# Student myki Registration Form

## How to complete this form

- Place a cross  within the appropriate box when selecting an option.
- Please use **BLACK INK** and print within the boxes using **CAPITAL LETTERS**.

The myki will be registered immediately.

## Section A: Account Holder Details

The myki will be registered under the account holder's details. **The account holder is the person who will manage the myki and is responsible for it.** The account holder and the cardholder could be the same person (student). However, the account holder may be a parent or guardian setting up an account for their child or dependant (the cardholder).

### Account Holder

Title (Mr, Mrs, Miss, Ms, other)

Given name

Family name

Date of birth

### Postal Details

Unit number

Street number

PO box number

Street name

Suburb/town

State

Postcode

### Contact Details (Please provide at least one telephone number)

Daytime phone number (with area code)

Mobile number

Email address (Please complete using CAPITAL LETTERS. If the email address is too long for one row of boxes please make use of the second row provided)

### Preferred Method of Contact (Please choose at least one)

 Mail
  Telephone
  Email



