

# How to Guide for parents / guardians

# **Applying for KidSport online**

The online application process is only available to applicants who have a Health Care or Pensioner Concession Card.

Prior to completing the KidSport online application please ensure:

- 1. Your child is eligible for KidSport.
- You have an electronic copy of your Health Care / Pensioner Concession
   Card in one of the following formats: .doc,.docx,.pdf,.png,.jpg,.jpeg (Max: 5 MB).
- 3. Are joining a KidSport approved club. Check approved clubs <a href="here">here</a>.

# How to apply

- 1. Go to www.dsr.wa.gov.au/kidsport
- 2. Click: 'Apply online'
- 3. Fill in your childs: first name, last name, gender and date of birth
- 4. Click next to check if KidSport funding has been received for the current calendar year.

#### If KidSport hasn't been received this calendar year

- 1. You will automatically be directed to an application page.
- 2. Complete the application page with your child's details, copy of health care/pensioner concession card with child's name on it and club details.
- 3. Press submit.
- 4. An email notifying advising that the application has been received by the relevant local government will be received. A further email will be received once application has been assessed by local government.

#### If KidSport has been received this calendar year

- 1. You will be asked to 'Submit a voucher'.
- 2. Your child's remaining balance will show at the top of the page.

# KidSport voucher



You can apply for up to \$200 per calendar year. If you have submitted a KidSport application before you still need to complete the information below to update details that you have provided previously.

### \$25 claimed this year. \$175 remaining for 2017.

- Complete the voucher page with all relevant details, copy of health care/pensioner concession card with child's name on it and club details.
- 4. Press submit.
- 5. You will receive a notification email from your local government advising of the outcome once the voucher has been assessed.