



RMIT Coursework Scholarships Office

Examples of ineligible documentation – proof of income

March 2024

Full names, addresses, Tax File Numbers (TFN) and employer details are redacted in these examples.

In your document submission, only redact (cross out/black out) your Tax File Number and any bank account details if visible. **Do not** redact your full name and address or it will be considered ineligible.

Most common reasons why documentation is not accepted:

- A Notice of Assessment from the Australian Taxation Office (ATO) or copies of the last three payslips from all current employers are not submitted for the applicant and all adults in their household
- Pay As You Go (PAYG) summaries are submitted instead of Notice of Assessment(s) or payslips
- A bank account statement is submitted instead of Notice of Assessment(s) or payslips
- Income statements in your ATO app/website are not acceptable
- The applicant's full name is not visible
- Documentation is not for the current year – *e.g. for the August-October 2023 application round, a 2022-23 ATO Notice of Assessment must be provided*
- Only one person's documentation is provided instead of all adults in the household.



PAYG payment summary - individual non-business
Payment summary for year ending 30 June 2018

Payee details

NOTICE TO PAYEE
If this payment summary shows an amount in the total tax withheld box, you must lodge a tax return. If no tax was withheld, you may still have to lodge a tax return.
For more information on whether you have to lodge, or about this payment and how it is taxed, you can:
- visit www.ato.gov.au
- phone 13 28 61 between 8.00am and 6.00pm, Monday to Friday.

Period of payment Day/Month/Year 01/07/2017 to Day/Month/Year 30/06/2018

Payee's tax file number [REDACTED] **TOTAL TAX WITHHELD \$ 5652**

Gross payments	\$ 40018	Type S	Lump sum payments	Type
CDEP payments	\$		A \$	
Reportable employer superannuation contributions	\$		B \$	
Reportable fringe benefits amount FBT year 1 April to 31 March	\$		D \$	
Is the employer exempt from FBT under section 57A of the FBTAA 1986?	No <input type="checkbox"/> Yes <input type="checkbox"/>		E \$	
Total allowances	\$			

Total allowances are not included in Gross payments above. This amount needs to be shown separately in your tax return.

Payer details

Payer's ABN or withholding payer number [REDACTED] Branch number 001

Payer's name [REDACTED]

Privacy - For information about your privacy, go to ato.gov.au/privacy

Signature of authorised person [REDACTED] Date 22/06/2018

Ineligible because:

- PAYG summaries are not accepted – you need to provide a Notice of Assessment(s) or copies of the last three payslips from all current employers

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Australian Government
Australian Taxation Office

Name [REDACTED]
TFN [REDACTED]

Income statements

Status Tax ready

Employee number	[REDACTED]
Financial year	2021-22
Employer	COLES SUPERMARKETS AUSTRALIA PTY LTD
Branch	001
Employer ABN/Branch	[REDACTED]
BMS ID	[REDACTED]
Period	01/07/2021 - 30/06/2022
Reported Date	30/06/2022

Income

Gross payments - Individual	\$11,114.67
Tax withheld or foreign tax paid	
PAYG withholding - Individual	\$186.00
Lump sum amounts	
Lump sum payment A	\$0.00
Lump sum payment B	\$0.00
Lump sum payment D	\$0.00
Lump sum payment E	\$0.00
Allowances	
Total	\$0.00
Deductions	
Union or professional association fees	\$116.10
Total	\$116.10
Employer reported super	
Total	\$0.00

https://inlineservices.ato.gov.au/inlineview/incomeStatements Page 1 of 2

Ineligible because:

- Income statements are not accepted – you need to provide a Notice of Assessment(s) or copies of the last three payslips from all current employers