



Important information

2025 Student residential address and other information collection (address collection)

Approved authority responsibilities

As an approved authority for the address collection, you must ensure:

- your school(s) has informed parents/guardians about the address collection. Send the [notice to parents/guardians](#) ahead of the address collection
- your school(s) has made a reasonable effort to obtain student and parent/guardian current address information
- you provide guidance to school(s) on how often updates to student and parent/guardian address information should occur
- all your school locations in scope for the address collection are included in your submission. You must advise your school(s) on their responsibilities for the address collection. This may include schools providing you data for uploading, or you directing your schools to upload data directly to SchoolsHUB
- your school(s) location(s) can achieve at least 95% valid addresses for both the students and combined parents/guardian addresses. The Department of Education (the department) uses Geoscape Geocoded National Address File (GNAF) to validate addresses. If this is not possible for any reason, please contact the [address collection helpdesk](#)
- individuals from the approved authority and school(s) have appropriate access to SchoolsHUB address collection to submit and/or declare data
- you have advised the department if there have been any changes in your location(s) circumstances
- your school(s) is aware of obligations under the Australian Education Regulations 2023 to keep records relating to the address collection
- address collection data for your school(s) location(s) is submitted by no later than Wednesday 12 March 2025.

Approved authorities with outstanding data or potential data quality issues may be contacted by the department.

About the address collection

The address collection collects the following data from eligible schools, for each location at the school:

- Address of each eligible school aged student
- Demographic data related to the student:
 - Education Level (primary or secondary)
 - Whether the student is a boarding or day student
- Name and residential address of the person(s) responsible for each student. In general, the person(s) responsible will be the student's parent/guardian.

Collectively, this data is referred as the *Statement of Student Addresses*.

This data is collected in accordance with sections 52 and 58B of the [Australian Education Regulations 2023](#).

The information collected informs school funding calculations. It is combined with data held by the Australian Bureau of Statistics (ABS) to calculate a non-government school community's capacity to contribute (CTC) to the costs of schooling. This may influence the level of Australian Government recurrent funding for non-government schools.

Address collection resources updated for 2025

1. All data requirements for the address collection are detailed in the [2025 data technical specifications](#). The data technical specification describes the expected residential circumstances of students and their parents/guardians and how to report each circumstance. We recommend you provide it to your school software vendor to ensure they have a copy.
2. Address collection help information has been updated for the 2025 collection. We recommend taking some time to read this information. It is available in the [SchoolsHUB address collection help and support](#).

Data usage

Address collection data is provided securely to the Australian Bureau of Statistics (ABS) and linked with taxation data under the [Person Level Integrated Data Asset](#) (PLIDA – previously referred to as MADIP). The ABS then securely provides the department deidentified data to calculate CTC scores. The CTC scores inform school's recurrent funding calculations.

Key Dates

The 2025 address collection opens in SchoolsHUB on Wednesday 12 February 2025. Data submissions close on Wednesday 12 March 2025.

Reporting period

The address collection does not have a reporting period. Instead, data should be as at the start of the collection period, 12 February 2025 for students currently enrolled at the school's location(s).



Schools excluded from the address collection

Some types of schools are not required to complete the address collection under the [Australian Education Regulations 2023 \(legislation.gov.au\)](#). These are:

- special schools
- special assistance schools
- Majority Aboriginal and Torres Strait Islander (MATSIS) schools (as determined by the department)
- sole provider schools (as determined by the department)
- government schools.

Students excluded from the address collection

Some students **must not** be included in the address collection submission. These are:

- students in early childhood education programs (also referred to as Year 1 minus 2).
- full-fee paying overseas students (international students who do not attract Australian Government recurrent funding)
- distance education students.

We're here to help?

For more information about the address collection:

- visit the [SchoolsHUB address collection page](#)
- email SEShelpdesk@education.gov.au
- call 1800 677 027 (select option 2 then option 2).

