February 2025

Welcome to a new school year

Welcome to 2025! We hope you had an enjoyable break and are ready to start the new school year.

Below is an update on upcoming initiatives and collections as well as the 2025 key dates calendar (now available on the SchoolsHUB homepage).

We wish you a successful and rewarding year and remember, we're here to help!

Contact us with any questions, comments, or feedback.

Replacing SchoolsHUB with a modern, stable, more secure system

The Education Funding System (EFS) Project is developing a new system that will progressively replace SchoolsHUB. The new system will make it easy for you to find information and submit your school's data. It will also enhance the way we calculate and pay funding entitlements to schools.

User centred design – have your say

We've been engaging with users to ensure the new portal is fit-for-purpose and delivers an improved user experience. The feedback from this user research is directly shaping the design and functionality of the new portal. If you'd like to participate in user research activities, register your interest now.

We'll continue to update you as the EFS Project progresses, and as more information about how you'll be impacted is made available. Visit the EFS page regularly for more information.

Prepare for your 2025 reporting

Check your SchoolsHUB details are correct. Have there been any changes to your school in 2025?

- key staff changes?
- contact detail changes?
- additional year levels?
- location/campus restructures?

Having up-to-date details will ensure we can contact your school's appropriate representative and process any funding-affecting changes. Approved authorities can sign into SchoolsHUB now and select **Manage Organisation** to review or update information. We encourage all approved authorities/schools to review their details regularly.

For help with updating your SchoolsHUB information, visit SchoolsHUB, contact us or call 1800 677 027 (select option 1).

Check your SchoolsHUB user access is up to date

To use SchoolsHUB, you must be a registered user. You may have had staffing changes so it's important to check who has access to your school's data. Approved authorities should check the correct people have the right level of access to submit your data – this includes your independent qualified accountant. To check which users have access to your school, approved authorities (or access managers) can view active users on SchoolsHUB's **Manage Users** section. All users now need to sign in with multi factor authentication to access SchoolsHUB (see article below for more information).

For help on updating your SchoolsHUB information, [visit SchoolsHUB](#), [contact us](#) or call 1800 677 027 (select option 1).

Multi-factor authentication (MFA) sign in for SchoolsHUB is now mandatory

You must now use multi-factor authentication (MFA) to sign into your SchoolsHUB account – you can no longer opt out.

MFA makes signing into SchoolsHUB more secure by adding an extra layer of protection. You may already be using MFA for other online accounts when you receive an authentication code by text message or email after entering your password to sign in. SchoolsHUB MFA is similar.

All Australian Government agencies must enforce the use of MFA for protecting web portals that store sensitive data (e.g. personal, health or identity-related data). This means it is mandatory to use MFA when signing into Australian Government web portals like SchoolsHUB.

For help with setting up MFA, visit the [SchoolsHUB user management](#) page, [submit an enquiry](#) on SchoolsHUB, or call 1800 677 027 (select option 1).

Confirm your student enrolment numbers

Australian Government recurrent funding will be affected by a significant increase or decrease in student enrolments or a change in student cohort characteristics. If you're concerned about your approved authority's financial viability, a change in student enrolments, or would like to discuss support options, [contact us](#) or call 1800 677 027 (select option 1).

What's happening with data collections in 2025?

Key dates for 2025 data collections – which schools and approved authorities are required to provide to support funding calculations, meet reporting requirements and for assurance activities – are summarised below.

2025 Student residential address and other information (address collection)

The address collection opens on 12 February 2025. You must submit your data by 12 March 2025.

We use residential address information and combine it with other data to calculate a non-government school community's capacity to contribute to the costs of schooling. This may influence the level of Australian Government recurrent funding for non-government schools.

Find more information at the [SchoolsHUB address collection page.](#)

Student background data

Your school's annual student background data (SBD) for all its students must be submitted to the Australian Curriculum, Assessment and Reporting Authority (ACARA) during 2025. The collection opens on 27 February 2025 and closes on 8 May 2025 on ACARA's data collection portal.

The data from this collection is used to determine values that assist in providing a school with funding loadings, including the Socio-Educational Disadvantage and Low English Proficiency loadings.

Now is a great time to ensure your student records are up to date so your loadings reflect the school's funding entitlement. More information about SBD is available on [ACARA's website](#).

2024 Census post enumeration (census PE) exercise

The 2024 census PE exercise is due to commence in February 2025. It is an annual assurance activity that occurs after every census collection, using a sample of non-government schools.

We undertake the census PE to assure the accuracy of census data when determining Australian Government recurrent funding and to promote appropriate governance and record-keeping by non-government schools. The exercise focuses on data collected in the previous census (2024), but we may review data up to 7 years prior, in line with the record keeping requirements in the legislation.

Approved authorities for schools selected for the 2024 census PE received advice in early December 2024. An information guide will be available on SchoolsHUB in February 2025. For questions on the census PE exercise, [contact us](#) or email Education-SchoolsPostEnumeration@education.gov.au.

2025 Student attendance (STATS)

Your school will need to provide 2025 STATS data for both semester 1 and term 3.

The semester 1 collection opens on 18 June 2025 and closes on 1 August 2025.

The term 3 collection opens on 17 September 2025 and closes on 24 October 2025.

Your school must complete the STATS collection for each reporting period under the *Australian Education Act 2013* and associated regulations. Student attendance rates are published annually on ACARA's My School website and contribute high-level data for ACARA's *National Report on Schooling in Australia* and the Productivity Commission's *Report on Government Services*. Find more information at the [SchoolsHUB STATS page](#).

2025 Financial questionnaire (FQ)

The 2025 FQ collection opens on 2 April 2025. As part of the FQ collection, approved authorities must provide audited financial statements for the 2024 calendar year, in accordance with the Australian Accounting Standards and Australian Auditing Standards. You must submit your school's FQ data and attach the audited financial statements for your approved authority in SchoolsHUB by 30 June 2025.

Approved authorities should consider engaging with their external auditor to prepare and audit their financial statements and have them accepted at a special/general meeting ahead of the due date.

2025 Financial accountability (FA)

The 2025 FA collection opens on 2 April 2025. The FA collects information on how schools spent financial assistance in 2024. It enables independent qualified accountants to submit a financial acquittal certificate for approved authorities and allows approved authorities for more than one school to submit a block allocation report. This provides information on the allocation of Australian Government recurrent funding at the school level. Both the financial acquittal certificate and block allocation report are due by 30 June 2025.

Approved authorities should consider engaging with their external auditor and arrange for their financial acquittal certificate to be submitted ahead of the due date.

2025 Non-government schools census (the census)

The census collection opens on 28 July 2025. The census provides information about non-government schools and students in Australia. This information is used for national and international reporting obligations and to ensure the provision of Australian Government funding to schools is properly calculated and appropriately managed.

2025 Compliance certificate (CC)

The 2025 CC collection opens on 11 August 2025. The collection provides a level of assurance that approved authorities continued to satisfy their ongoing policy requirements in the 2024 school year. The CC process has 2 stages: the CC collection and the CC verification exercise. We will contact selected approved authorities later this year for the CC collection and verification exercise. Approved authorities' representatives may also receive a survey from the Department of Education at the end of the process.

2025 Nationally Consistent Collection of Data on School Students with Disability (NCCD) Guidelines

The 2025 NCCD Guidelines were published on the NCCD portal in September 2024.

The NCCD Guidelines are the authoritative guide to the NCCD and should be referred to when technical information and advice are required. They provide comprehensive information about the NCCD, including how to submit NCCD information, which students must be counted and what information must be provided on each student.

The 2025 NCCD Quick Guide provides the essential information schools and approved authorities need to know in an abbreviated version of the guidelines.

Visit the NCCD portal to download the 2025 NCCD Guidelines and the NCCD Quick Guide.

Choosing safe online education products for your school

With the many online education products available on the market, it can be difficult knowing which resources are safe and secure to use.

The Safer Technology 4 Schools (ST4S) initiative helps schools choose digital products and services that have been assessed against a consistent security and privacy control framework.

ST4S is administered by Education Services Australia (ESA) through its National Schools Interoperability Program (NSIP). The initiative was developed in collaboration with all Australian state, territory, Catholic and independent school sectors and the New Zealand Ministry of Education to provide:

- an assessment approach with transparent requirements and standards
- summary reports aimed at reducing risks to schools when choosing digital products and services.

ST4S national catalogue

ESA will soon launch the ST4S Catalogue. The catalogue will allow you to search for products, resources and suppliers that have been assessed through the ST4S framework.

Once the catalogue is launched, a link will be available on the ST4S website.

If you have any questions about the ST4S Catalogue, please email info@nsip.edu.au.

SchoolsHUB key dates for 2025

This calendar helps you plan for all the activities you need to complete for your school in 2025.

Term 1	January	Payment	50% of the school's estimated annual entitlement
	February	Note	My School updated 2024 NAPLAN results and 2023 school financial data uploaded
	February	Note	Start preparing for your submission of the audited 2023 financial statements
	Wed 12 Feb	Open	Student residential address and other information collection
	Thu 27 Feb	Open	Student background data collection on ACARA's portal
	Wed 12 Mar	Close	Student residential address and other information collection
	12–24 Mar	Test	NAPLAN assessments
	Wed 2 Apr	Open	Financial acquittal certificate and Block allocation report
	Wed 2 Apr	Open	Financial questionnaire for 2024
Term 2	Thu 8 May	Close	Student background data collection on ACARA's portal
	Wed 18 Jun	Open	Student attendance (STATS) collection semester 1
	Mon 30 Jun	Close	Financial acquittal certificate and Block allocation report
	Mon 30 Jun	Close	Financial questionnaire for 2024
Term 3	July	Payment	75% of the school's estimated annual entitlement
	Mon 28 Jul	Open	Non-government schools census collection – including NCCD
	Fri 1 Aug	Close	Student attendance (STATS) collection semester 1
	Fri 1 Aug	Note	Non-government schools census day
	Fri 1 Aug	Open	Census special circumstances applications
	Fri 8 Aug	Close	Non-government schools census collection – including NCCD
	Mon 11 Aug	Open	Compliance certificate collection
	Fri 15 Aug	Close	Census special circumstances applications
	Wed 17 Sep	Open	Student attendance (STATS) collection term 3
	Fri 26 Sep	Close	Compliance certificate collection
Term 4	Fri 24 Oct	Close	Student attendance (STATS) collection term 3
	October	Payment	100% of the school's actual annual entitlement
	November	Published	Semester 1 2025 attendance data, and 2023 VETiS and Senior Secondary Outcomes data on My School
	November	Published	2026 capacity to contribute (CTC) scores on Department of Education website
	December	Published	Term 3 2025 attendance data on My School, Principal's portal open