



Commonwealth Prac Payments 'Need to Work' and 'Income Test'

Means Testing Supporting document guide



PAID BY
T & T True Living Pty Ltd
3/3 Heidelberg avenue
Newington NSW 2127
ABN 34 645 472 751

ABN

Full Name



EMPLOYMENT DETAILS
Pay Frequency: Fortnightly
Annual Salary: \$76,525.00
Employment Basis: Part-time
employment

Pay Period: 09/06/2025 - 22/06/2025 Payment Date: 24/06/2025 Total Earnings: **\$2,968.24** Net Pay: **\$2,370.24**

Pay Period	Income (before tax)	THIS PAY	YTD
SALARY & WAGES			
		RATE	
Sleepover	4.0000	\$150.0000	\$6,750.00
PT 2.2 Afternoon	32.0000	\$38.7675	\$11,048.74
PT 2.2 Sunday	16.0000	\$68.9200	\$8,821.76
First aid allowance (max \$19.76/wk)	48.0000	\$0.5200	\$24.96
Other Previous Earnings			\$8,670.58
	TOTAL	\$2,968.24	\$35,584.49
TAX			
PAYG		\$598.00	\$6,546.00
	TOTAL	\$598.00	\$6,546.00
SUPERANNUATION			
SGC		\$341.35	\$4,090.84
	TOTAL	\$341.35	\$4,090.84
LEAVE			
	ACCRUED	USED	BALANCE
Annual Leave in Hours	3.6923	0.0000	33.7114
PAYMENT DETAILS			
	REFERENCE	AMOUNT	
		\$2,370.24	

Payroll prints, time and wages sheets or payslips

These should include:

- your employer's identity (such as their name, ABN, company logo)
- your full name
- pay period
- income (before tax).

Sample Payslip



Pay Advice

Pay Period 01 Jun 2025 to 14 Jun 2025				Paid 18 Jun 2025	
Payments	Hours	Rate	Amount		
Ordinary Pay	42.25	31.92	1348.84		
Public Holiday	7.75	31.92	247.42		
PH Worked 125%	7.75	34.04	263.79		
PH Extra Hours Worked 225%	0.25	61.27	15.32		
Saturday Loading 25%	6.25	6.81	42.55		
Sunday Loading 50%	6.5	13.62	88.50		
Late Night Loading 25%	0.5	6.81	3.40		
Deductions and Tax			Amount	YTD	
PAYG			288.00	6710.00	
Incentive Scheme Tax				52.00	
HigherEd Loan Plan Tax				114.00	
Benefits			Amount	YTD	
			231.13	5579.21	
Title	Class/Level	Salary	Salary Package	Conditions	Work Group
Beauty Therapist				PT	EL
Super Fund	Fund Phone	Fund Member Number			
	1300 300 778				
Summary	This Pay	Year to Date	Disbursement	Reference	Amount
Gross Pay	2009.82	48674.39			1721.82
Pre Tax Dedns	0.00	0.00			
Gross Taxable	2009.82	48674.39			
Post Tax Dedns	0.00	0.00			
Tax	288.00	6876.00			
Nett Pay	1721.82	41798.39			

These payslips cover a 4-week period. The first payslip covers from the 01 June to 14 June. The second payslip is from the 15th of June to 28th of June.

Under the Means test students' needs to show payslip for either the four weeks prior to applying for CPP or the four weeks prior to the student commencing their placement.

Messages:

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Pay Advice

Pay Period 15 Jun 2025 to 28 Jun 2025				Paid 02 Jul 2025	
Payments	Hours	Rate	Amount		
Ordinary Pay	47.0	31.92	1500.48		
Personal Leave	8.75	31.92	279.35		
Leave Without Pay	0.5	0.00	0.00		
Saturday Loading 25%	6.25	6.81	42.55		
Sunday Loading 50%	6.5	13.62	88.50		
Late Night Loading 25%	0.5	6.81	3.40		
Deductions and Tax			Amount	YTD	
PAYG			258.00	258.00	
Benefits			Amount	YTD	
			229.71	229.71	
Title	Class/Level	Salary	Salary Package	Conditions	Work Group
Beauty Therapist				PT	EL
Super Fund	Fund Phone	Fund Member Number			
	1300 300 778				
Summary	This Pay	Year to Date	Disbursement	Reference	Amount
Gross Pay	1914.28	1914.28			1656.28
Pre Tax Dedns	0.00	0.00			
Gross Taxable	1914.28	1914.28			
Post Tax Dedns	0.00	0.00			
Tax	258.00	258.00			
Nett Pay	1656.28	1656.28			

Messages:

We also need to assess:

- 1 - Whether they worked on average more than 15 hours a week
- 2 - Not earn more than \$1,500 per week gross (pre-tax), on average within the same 4-week period

The payslips must cover 4 weeks continuous pay – no weeks missing.



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Deductions and Tax			Amount	YTD	
PAYG			288.00	6710.00	
Incentive Scheme Tax				52.00	
HigherEd Loan Plan Tax				114.00	
Benefits			Amount	YTD	
[Redacted]			231.13	5579.21	
Title	Class/Level	Salary	Salary Package	Conditions	Work Group
Beauty Therapist				PT	EL
Super Fund	Fund Phone	Fund Member Number			
[Redacted]	[Redacted]	[Redacted]			
Summary	This Pay	Year to Date	Disbursement	Reference	Amount
Gross Pay	2009.82	48674.39	[Redacted]	[Redacted]	1721.82
Pre Tax Dedns	0.00	0.00			
Gross Taxable	2009.82	48674.39			
Post Tax Dedns	0.00	0.00			
Tax	288.00	6876.00			
Nett Pay	1721.82	41798.39			

Messages:

David Jones Pty Limited
ABN: 75000074573

This is the gross (pre-tax) figure you need to use.

Loading hours (e.g. Saturday/Sunday loading, late night loading) or allowance should not be included when calculating hours worked.

These loadings reflect penalties - additional pay for working outside business hours - not extra hours worked.

For this payslip, the hours we count toward the CPP 'Need to Work Test' are:
Ordinary Pay + Public Holiday + PH Extra Hours Worked.

$$= 42.25 + 7.75 + 0.25$$

$$= 50.25 \text{ hours}$$



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Personal Leave	8.75	31.92	279.35		
Leave Without Pay	0.5	0.00	0.00		
Saturday Loading 25%	6.25	6.81	42.55		
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Deductions and Tax			Amount	YTD	
PAYG			258.00	258.00	
Benefits			Amount	YTD	
[Redacted]			229.71	229.71	
Title	Class/Level	Salary	Salary Package	Conditions	Work Group
Beauty Therapist				PT	EL
Super Fund		Fund Phone	Fund Member Number		
[Redacted]		1300 300 778	[Redacted]		
Summary	This Pay	Year to Date	Disbursement	Reference	Amount
Gross Pay	1914.28	1914.28	[Redacted] alia	[Redacted]	1656.28
Pre Tax Dedns	0.00	0.00			
Gross Taxable	1914.28	1914.28			
Post Tax Dedns	0.00	0.00			
Tax	258.00	258.00			
Nett Pay	1656.28	1656.28			

Messages:

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Loading hours (e.g. Saturday/Sunday loading, late night loading) should not be included when calculating hours worked.

These loadings reflect penalties - additional pay for working outside business hours - not extra hours worked.

For this payslip, the hours we count toward the CPP 'Need to Work Test' are:
Ordinary Pay

= 47 hours