

# Additional Charges Form

## STUDENT DETAILS

Student Name:		Student ID:	
Phone:		Email Address:	
Current Course of Study:			

## CHANGING TIMETABLE

No Fee*	If Requesting change before commencement of term		
<input type="checkbox"/>	\$250	Enrolled into a timetable, term has commenced. Fees apply as of week one of current term.	

**\*Timetable change request will be subject to availability.**

## LATE ENROLMENT

<input type="checkbox"/>	\$250	Failed to enrol on time. Timetable will be given on availability.	
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## REASSESSMENTS

<input type="checkbox"/>	\$150	Re-assessment	
<input type="checkbox"/>	\$250	Re-assessment Stage 1	
<input type="checkbox"/>	\$400	Re-assessment Stage 2	

## REPLACEMENT OF STUDENT CARD

<input type="checkbox"/>	\$15	Student ID card	<input type="checkbox"/>	\$5	Printing Card
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## LATE PYAMENT FEES

<input type="checkbox"/>	\$100	2 weeks after the due date	
<input type="checkbox"/>	\$150	3 weeks after the due date	
<input type="checkbox"/>	\$200	4 weeks after the due date	

## Declaration

I understand that I have outstanding charges owing due to the above ticked reasons and have been explained as to why these charges apply to myself, \_\_\_\_\_ (Student Name).

I have read the policies and procedures in the Student handbook.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_