

# Payment Plan Application Form

## Instructions

A non-refundable administration fee of \$100 will be charged to all approved Payment Plans and will be included in the instalments.

Applications made after the census date of your enrolment will not be approved.

Approved Payment Plans will be arranged on a monthly instalment. Instalments must be paid on time to avoid additional penalties for non-payment. Payment Plans will be arranged for a Term/Semester only and will not be extended beyond the last day of teaching.

Completed forms should be submitted to;

- Coursework Programs: [Fees@unsw.edu.au](mailto:Fees@unsw.edu.au)
- Research Programs: [Enquiries.GRS@unsw.edu.au](mailto:Enquiries.GRS@unsw.edu.au)

## Personal Details

Full Name:	UNSW Student ID:
<p>You will need to explain to us why you are unable to pay your tuition fees by the due date. Please provide a summary of your reasons below; or attach a typed statement to the form:</p>	

Applications are primarily considered on supporting documentation. If you do not provide sufficient documentation to support your reasons, your application will be declined.

## Declaration/Consent

I declare that the information contained on this form is complete and correct. I agree to the conditions of the payment plan arrangement and I have read and understood the UNSW Fee Policy.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## Office Use

Assessed by:	Recommendation:
Approved by:	
Instalment Plan:	