Extension of Time Application
Tuition Fees – Semester 3 2021
(International Students)

Please complete **ALL** sections of this form.

STUDENT DETAILS	
Full Name	
Student Number	
Program	
Amount due	

Fee payment extensions may be approved for international students who are experiencing financial hardship due to extenuating circumstances. A maximum period of four weeks will be granted for approved applications. **The extension due date for Semester 3 2021 is 7 January 2022.** No further extensions will be granted beyond this date.

If you are an international student applying for an extension of time, you must meet the following conditions:

- you have genuine circumstances which have impacted on your ability to pay tuition fees by the due date
- you are enrolled in the current semester
- you do **not** have an outstanding debt from a previous semester
- you can provide evidence of your ability to pay fees in full by the extension due date
- you have paid the $175 administration fee

The University will take the following actions if payment is not received in full by **7 January 2022.**

- your enrolment in the current semester may be cancelled or restrictions applied
- reinstate of your enrolment may be requested within 10 business days of the cancellation upon full payment of the outstanding amount
- if your fees remain outstanding, your eCOE may be cancelled for non-payment and the Department of Home Affairs will be notified accordingly

Please provide details of the reasons you are requesting an extension to pay your tuition fees.

STUDENT DECLARATION AND SIGNATURE

This application must be submitted by email to admin.support@usq.edu.au

By submitting this application, I declare that:

- I have paid the administration fee of $175.00 and attached proof of payment and I understand that I will forfeit this fee if I do not make payment in full by the extension date.

- I am unable to make payment of my semester tuition fees by the University's published payment date due to extenuating circumstances and I have attached supporting documentation verifying that I will have access to the required funds to pay my fees in full by the extension date.

Signature of student: **Date:**