



## STUDENT DETAILS

<b>Full Name</b>	
<b>Student Number</b>	
<b>Program</b>	
<b>Amount due</b>	

First instalment 25%	-	payable upon application
Second instalment 25%	-	27 August
Third instalment 25%	-	17 September
Final instalment 25%	-	15 October

- you are an international student visa holder undertaking your program on-campus in Australia
- you have genuine circumstances which have impacted on your ability to pay tuition fees by the due date
- you are enrolled in a full-time load for the current semester or have an approved Reduced Study Load
- you do **not** have an outstanding debt from a previous semester
- you can provide evidence of your ability to pay each instalment by the due date
- you have paid 25% of your total tuition amount (evidence of your payment must be attached)
- you have **not** applied for an Extension of Time for the current semester

**Second instalment** – your payment plan and current semester enrolment will be cancelled. You may request reinstatement of your enrolment upon payment of the full outstanding amount within 10 business days.

**Third and final instalments** – a restriction will be placed on your record preventing any further enrolment and withholding access to results, transcripts, and graduation. The restriction will be released upon payment of the full outstanding amount.

**Please provide details of the reasons you are requesting a payment plan.**

[illegible]

## STUDENT DECLARATION AND SIGNATURE

This application must be submitted by email to [admin.support@usq.edu.au](mailto:admin.support@usq.edu.au)

By submitting this application, I declare that:

- I have paid the first instalment of 25% of my total semester tuition fee and attached proof of payment.
- I understand that the University may apply restrictions to my student record and/or cancel my enrolment, and that I may not be eligible for a Tuition Fee Payment Plan in future semesters, if payment is not received by the instalment due dates.

**Signature of student:**

**Date:**