



## Application for Full Payment in Advance Discount for Course Fees

This form should be completed by students paying their total course fees in advance (i.e. 3 years) to Monash University. By paying your total course fees in advance, while you meet all the terms and conditions outlined below you are eligible to have your course fee rate fixed with no annual adjustment (Advance Discount) at the course fee rate for your course applicable on commencement (Commencing Course Rate).

**Surname:** \_\_\_\_\_ **Given names:** \_\_\_\_\_

**Monash ID number:** \_\_\_\_\_

**Are you a commencing or continuing student at Monash University?**  Commencing  Continuing

**Course code:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Date of course commencement:** \_\_/\_\_/20\_\_ **Semester:** \_\_\_/20\_\_

**Campus:**  Clayton  Caulfield  Berwick  Parkville  Peninsula  Gippsland

**Payment Method:**  Telegraphic Transfer  Custom House  Draft  Credit Card

**Annual Course Rate:** AUD\$ \_\_\_\_\_ **Course duration in years:** \_\_\_\_\_

**Amount to be paid to be eligible for the full payment in advance discount:** AUD\$ \_\_\_\_\_

### Terms and Conditions:

1. If you defer the commencement date of your course and apply for the Advance Discount, the Commencing Course Rate will be the rate applicable in the year of commencement and will be fixed for the standard duration of the course.
2. If you need to undertake further units (for example due to failure or late withdrawal of any unit) and the original payment funds have been depleted, the applicable fee rate for those units will be calculated using the continuing course fee rate which is the Commencing Course Rate plus the increase in fees applied to the Commencing Course Rate in each subsequent year (Continuing Course Fee Rate) and the Advance Discount will not apply.
3. You will not be permitted to:
  - Transfer courses and retain the Advance Discount applicable to your existing course. Once you transfer to another course you are eligible to apply for an Advance Discount for that other course. After your enrolment has been confirmed, which will be the Commencing Course Rate applicable at the date of your enrolment for that other course. Any remaining funds prepaid for that original course may be used to fulfill your payment obligation for the new course.
  - Use the Advance Discount payment for cross institution enrolment or additional units above the course requirements.
  - Use the Advance Discount payment to undertake outgoing Study Abroad.
4. You may request a refund of Advance Discount payments for study you have not yet undertaken due to financial difficulty, changes in personal circumstances etc. The refund will be sent to the original overseas payment source via Telegraphic Transfer, draft or by credit card-refund. (No EFT or cheque refund will be allowed).
5. If a refund is approved but you continue to study at the University, the variable Continuing Course Fee Rate applicable to the year of your course commencement will apply and there is no Advance Discount.
6. To be eligible to receive the Advance Discount all funds must be receipted and cleared by Monash by the first fee assessment due date of the commencing semester/trimester.

I certify that: I have read and agree to be bound by the terms and conditions set out above.

**Signed:** \_\_\_\_\_ **Name:** \_\_\_\_\_ **Date:** \_\_/\_\_/20\_\_

*The information on this form is collected for the primary purpose of assessing your application for a discount. If you choose not to complete all the questions on this form, it may not be possible for the Fees Unit to process your application. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on +61 3 9905 6011 or by email: [privacyofficer@adm.monash.edu.au](mailto:privacyofficer@adm.monash.edu.au).*

Fees Office Use			
Approved By:	Amount Paid:	Fixed rate applied:	Date: