

OTHER FINANCIAL INFORMATION

You may be eligible for a Centrelink payment or a Centrelink loan. Contact your local Centrelink office or Student Welfare for information.

Information about the scholarship programs to assist students in financial need see the Scholarships website www.vu.edu.au/scholarships or by phone +61 3 9919 5568.

FINANCIAL ADVICE AND INFORMATION AVAILABLE TO STUDENTS INCLUDES

- Centrelink payments, Youth Allowance, Austudy, and any other Centrelink issues
- Money management - difficulty paying bills
- HECS / VET FEE HELP
- Tax Help program
- Student Loans
- Other financial issues
- Scholarships

STUDENT WELLBEING ALSO OFFERS

- Housing Advice
- Personal Counselling
- Study Related Counselling
- Chaplaincy
- Recreation
- Sport and Fitness
- Disability support

HAVE YOUR SAY

If you are unhappy with any aspect of the Fee Extension application process, you can utilise online Student Feedback and Complaints policy.

This policy can be viewed at www.vu.edu.au/studentcomplaint

YOUR PRIVACY

Your personal and financial information is protected. Full details of Victoria University's Privacy Policies can be viewed at the website <http://www.vu.edu.au/privacy>

STUDENT WELLBEING AND STUDENT WELFARE

CONTACT NUMBER 9919 5400

Email: welfare@vu.edu.au

STUDENT CONTACT CENTRE

FAQs www.vu.edu.au/askvu

Phone +61 3 9919 6100

Web www.vu.edu.au/students

This publication is an information document. Every reasonable effort has been made to ensure that the information in this document is accurate; however it may be subject to change.



CRICOS NO. 00124K (Melbourne)

CRICOS NO. 2475D (Sydney)

Updated: 06 JAN 2014 SM

WWW.VU.EDU.AU



FEE EXTENSION "C" INFORMATION

INFORMATION FOR ELIGIBLE STUDENTS

- The following groups of students ARE eligible to apply for a Fee Extension C: International Higher Education (Undergrad & Post Grad students), TAFE International Further Education students and Local VET students studying at Certificates 1 - 4 courses, Post Grad Higher Ed students.
- The following group of students ARE NOT eligible to apply for a Fee Extension C: Full Fee Paying students (Higher Education, TAFE, PR Visa Holders & New Zealand Citizens), International NON FE Apprentices and students.

FEE EXTENSION PROCESS

Victoria University recognises that some students may experience financial difficulties. If you are unable to pay fees by the due date shown on the invoice you may be eligible to apply for an extension of time by applying online at askvu.edu.au or attending a Student Service Centre or the Student Contact Centre in the first instance.

You may be eligible for an initial Fee Extension 'A' and/or 'B'. It is important to apply for this before the due date to avoid a fine and risk losing your place in the course.

For TAFE Certificate I to IV students, to be eligible for a Fee Extension A (FXA) you must pay at least \$100 of your tuition fee and your material fee within 10 days of receiving your fee invoice. Eligible Higher Education students do not need to pay any money to access a FXA.

To be eligible for a Fee Extension B (FXB) all students need to pay half of their tuition fees. To access a FXA or FXB please visit your Student Service Centre or the Student Contact Centre.

Diploma and Advanced Diploma students are required to pay their tuition fees by Census Date or access VET Fee Help. Material fees must be paid by the due date on your Invoice.

If you have already applied for a FXA or FXB and still need assistance regarding your fees, Student Welfare may be able to assist you. Student Welfare may assess applications for Fee Extension "C" within prescribed time limitations.

FEE EXTENSION 'C' (Form A49C):

Exceptional circumstances must be demonstrated to be eligible for Fee Extension 'C'

If you have received Fee Extension 'A' and/or 'B' and cannot pay the amount remaining, you may be eligible for a Fee Extension from Student Welfare - Fee Extension 'C'.

If you are ineligible for Fee Extension 'C' you will be required to pay the fees immediately or your enrolment will be cancelled.

Arrange an interview with Student Welfare staff at least 5 working days, before the original due date or extended due date (Fee Extension A) – whichever is relevant.

Collect the 'Fee Extension Application A49C' from a Student Engagement office or download from <http://www.vu.edu.au/current-students/student-essentials/commonly-used-forms>

BEFORE ATTENDING THE INTERVIEW

Complete the application form. It may assist you to complete the Expenditure Sheet (see the reverse side of the application form).

ITEMS TO BRING TO THE INTERVIEW INCLUDE:

- ❑ The completed Fee Extension Application A49C form,
- ❑ The Enrolment/Tax Invoice;
- ❑ Proof of income, if applicable (payslips or statement of payment from Centrelink);
- ❑ Copy of the new Enrolment/Tax Invoice supplied by the Student Service Centre or the Student Contact Centre;
- ❑ Receipts for all payments;

- ❑ Other supporting documentation outlining why you cannot pay your fees within the timeframe of either Fee Extension 'A' or 'B';

Many students benefit from paying their fees by instalments during the Fee Extension period. This can be discussed during the Fee Extension interview.

FINES: FURTHER EDUCATION (FE) INTERNATIONAL AND ALL HIGHER EDUCATION STUDENTS:

If you do not pay all your fees by the due date, and do not have a Fee Extension, your enrolment may be cancelled.

Cancelled enrolments will have incur a late payment fine and re-instatement fine applied by the University – Higher Education students **ONLY**
In exceptional circumstances fines may be waived upon application.

NOTE

If you are having difficulty paying your fees within the Fee Extension period contact Student Welfare. Applying for Fee Extension 'C' does NOT guarantee that an extension will be approved.

Student loans are not available for the payment of Tuition Fees.

Student Welfare cannot approve a Fee Extension beyond Census Date for Higher Education – Student Contribution Payments.

TAFE students: if you do not withdraw from the course, or obtain a Fee Extension within 4 weeks after the commencement of the first unit of study you will be liable for the full fees.