FEE INFORMATION FOR COMMONWEALTH SUPPORTED STUDENTS
Autumn Semester and March Session 2014

KEY DATES
Due date for payment of Autumn semester student contribution fees 21st March 2014
Due date for payment of March session student contribution fees 26th March 2014
Census date 31st March 2014
(Last day to withdraw, apply for leave of absence, delete subjects without penalty, lodge your ‘Request for Commonwealth Support’ form, and lodge evidence of citizenship)

YOUR e-INVOICE
Your invoice shows your enrolled Autumn semester and March session subjects and the fees for which you are liable as a student enrolled in a Commonwealth Supported Place (CSP). Please check your subjects and make sure they are correct – after Census date it is too late!

If you make any changes to your study plan, or of your wish to keep a copy of your tax invoice for your records, you can request an e-Invoice to be emailed to your UTS email account, via ‘My Student Admin’. Please log in at:
https://onestopadmin.uts.edu.au/estudent/
and follow the prompts under the ‘Financial Details’ tab. Changes to your study plan will be reflected after 24hrs (excluding weekends). Remember, you will be financially liable for any subjects that you are enrolled in as at the Census date.

Please note that if you intend to make any upfront payment, it must be done by the relevant due date listed above. Failure to pay by the due date may incur a $150 Late Payment Fee.

Full details regarding payment options and payment channels are attached to your e-Invoice and are also listed online at:

If you have any overdue debt, the appropriate amount may be drawn from any fee payments you make and first credited towards your outstanding debt. The balance will then be allocated to your current tuition fees.

STUDENT SERVICES AND AMENITIES FEE
In 2014 students will be liable for a Student Service & Amenities fee (SSAF), to be charged in both Autumn and Spring semesters. The SSAF will be used to fund a range of student services and amenities of a non-academic nature.

Full-Time Rate (18cp or more) - $140.50 Part-Time Rate (17 cp or less) - $70.25

However any student that is an Australian citizen or permanent humanitarian visa holder will be eligible to defer the fee through a new element of the Higher Education Loan Program (HELP) known as SA-HELP. To defer the fee, you simply need to submit a new eCAF ‘Request for SA-HELP assistance’ via My Student Admin.

However if you are not eligible for HELP, or if you prefer to make an upfront payment the due date is 14th April 2014. e-Invoices will be available to enable you to make your payment from mid March 2014.

For more information on the SSAF, please read visit:
http://www.sau.uts.edu.au/fees/other/service.html
PAYMENT OPTIONS AND HECS HELP

Australian citizens and Permanent residents with a Humanitarian visa may choose to:
- pay their full fees upfront by the due date and gain a 10% discount; or
- defer the total amount of their fees to their taxation record through HECS-HELP; or
- pay a minimum of $500 towards subjects with a shared Census date and receive a pro rata discount, and defer the balance to their taxation record through HECS-HELP.

If you are a Permanent Resident or a New Zealand citizen, then you must pay your fees 100% upfront by the due date; you are not entitled to a discount and you are not permitted to defer the fees to your taxation record.

YOUR RESPONSIBILITIES AS A COMMONWEALTH SUPPORTED STUDENT

For a CSP student your continued enrolment and payment of fees is subject to the regulations imposed by the Higher Education Support Act 2003 (HESA).

All CSP students are required to complete a ‘Request for Commonwealth Assistance and HECS-HELP’ form (CAF) for each course in which they enrol. If you wish to defer your fees to your taxation record, you must declare a valid Tax File Number (TFN) on this form.

Your enrolment will be cancelled if you have not lodged an approved CAF and/or you have not finalised your upfront payments and/or submitted a valid TFN by the Census date.

Every CSP student is obliged to read the booklet ‘Information for Commonwealth Supported Students’ before they submit or sign a CAF. This booklet and other relevant information is available at: [http://studyassist.gov.au/sites/StudyAssist/](http://studyassist.gov.au/sites/StudyAssist/)

EXCEPTIONS TO STUDENT CONTRIBUTION AMOUNTS

| Pre-2010 students – NURSING and EDUCATION subjects ONLY | $604 per 6 credit point subject |
| Commencing 2010 or later students (Band 1) | $755 per 6 credit point subject |

Further information on the criteria for Pre-2010 can be found at: [http://www.sau.uts.edu.au/fees/commonwealth/contributions/index.html](http://www.sau.uts.edu.au/fees/commonwealth/contributions/index.html)

UTS EMAIL REMINDERS

Your UTS email account is an official communication method. If we need to contact you regarding your tuition fees and enrolment we will use your UTS email address. It is essential that you check your email account at least weekly.

FURTHER INFORMATION

Please direct any queries regarding payment of student contribution amounts or HECS-HELP to ‘ask UTS’, via ‘My Student Portal’: [https://mystudent.uts.edu.au/](https://mystudent.uts.edu.au/)

Further information on fee rates, payment methods, due dates and census dates can be found at: [http://www.sau.uts.edu.au/fees/](http://www.sau.uts.edu.au/fees/)