FEE INFORMATION FOR INTERNATIONAL STUDENTS
Autumn semester 2014

KEY DATES
Due date for payment of Autumn semester tuition fees .......................................................... 21 February 2014

Census date for coursework subjects .......................................................................................... 31 March 2014
(Last day to withdraw, apply for leave of absence, delete subjects without penalty, 
and lodge evidence of Permanent Residency)

YOUR e-INVOICE
Your e-Invoice shows your enrolled Autumn semester subjects and the fees for which you are liable. Please check 
your subjects and make sure they are correct – after the Census date it is too late!

To request your e-Invoice, and to obtain a copy for your records, please login to My Student Admin: 
https://onestopadmin.uts.edu.au/estudent/
and follow the prompts under the ‘Financial Details’ tab. Your current e-Invoice and payment options will be emailed to your UTS Email account. 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.

The payment due date for Autumn semester is 21 February 2014.

Your e-Invoice may contain multiple payment due dates and census dates if you are enrolled in subjects from more than one teaching period. Please note the due dates and census dates applicable to each of your subjects. 
Please check the due dates of each of your subjects carefully as failure to pay by the set due date/s will incur a $150 Late Payment Fee.

Full payment options and payment channel details are emailed with your e-invoice and are online at: 

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

STUDENT SERVICES AND AMENITIES FEE
In 2014 the Student Services and Amenities Fee (SSAF) is payable in both Autumn and Spring semesters. The SSAF is a compulsory fee used to fund a range of student services and amenities of a non-academic nature. The amount payable each semester in 2014 will vary based on whether you are enrolled as a full-time or part-time student:

Full-Time rate (18 credit points or more) - $140.50 Part-Time rate (17 credit points or less) - $70.25

Initially your e-Invoice will display the full-time rate of $140.50 for all students, as most International students are required to study Full-time under their visa conditions.

If you have approval to study part time (17 credit points or less) in a semester, for one of the following reasons:
• Students with approved Reduced Study Load applications
• Temporary Residents (not on a Student Visa)
• Students in their final semester with less than a full-time load to complete.

Your SSAF will be adjusted automatically on your e-Invoice from the first week of February 2014. If you would like your SSAF to be updated prior to 1 February 2014 please lodge a request to ‘ask UTS’, via the My Student Portal https://mystudent.uts.edu.au/ and a new updated e-Invoice reflecting your approved study load and SSAF will be made available to you.

For more information on the SSAF please see: http://www.sau.uts.edu.au/fees/international/index.html

Cricos Provider No: 00099F
COURSE FEES
All fees are charged at the rates set for 2014 and are likely to have increased on the rates charged for last year, unless you have been specifically advised in writing that different rates apply. This also applies to students transferring between courses.

EXTENSIONS – Autumn semester 2014
To apply for an extension to pay your Autumn semester fees after 21 February 2014, you must submit the application form online at: https://www.sau.uts.edu.au/forms/index.html#fees

A $100 payment extension fee may apply.

Please wait up to 3 working days for a formal approval email to be sent to your UTS email account.

You must apply before 21 February 2014 and approval is not automatic.

Please note that extensions will NOT be granted past the census date (31 March 2014) and are not available for December, Summer, March and May sessions.

LATE PAYMENT FEES AND CANCELLATION OF ENROLMENT
If your tuition fees are not paid in full by the due date (21 February 2014), and you have not received written approval for a formal payment extension, you will incur a $150 late payment fee. If your fees are still overdue at the Census date (31 March 2014) your enrolment may also be cancelled. If your enrolment is cancelled, the university is required by law to notify the Department of Immigration and Border Protection (DIBP).

In exceptional circumstances, payment may be accepted after 31 March 2014 but an additional $250 Late Payment Penalty Fee will be charged and you will be required to appeal the cancellation of your enrolment in writing.

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 UTS email account on a regular basis.

FURTHER INFORMATION
Please direct any queries regarding payment of tuition fees to ‘ask UTS’, via the ‘My Student Portal’ 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/

FREQUENTLY ASKED QUESTIONS
How should I pay?
You can pay using any of the payment methods listed with your invoice i.e. BPAY, Credit card, Post Billpay (by phone, internet or in person at an Australia Post shop counter), and by posting a cheque. Payment methods are explained online at: http://www.sau.uts.edu.au/fees/payment/methods.html

Can I pay in person at UTS?
No. Payments by cheque or cash should be made to an Australia Post office using your invoice.

Can I pay using a wire or telegraphic transfer?
No. The invoice does not have the information required for payment via a telegraphic transfer of funds, and if attempted the funds will not reach your tuition fee account.
Can I pay while overseas?
Yes. You can use any of the payment methods listed with your invoice. If you wish to arrange payment via bank draft while you are overseas, you should send the bank draft or bank cheque AND your Tax invoice to the Student Fees office using certified mail at the following address:

University of Technology, Sydney
SAU, Fees
UTS Tower Building
No. 15 Broadway
BROADWAY NSW 2007
AUSTRALIA

Please write your name and UTS student ID number on the back of the draft and allow enough time for postage to ensure it arrives by the due date. A late payment fee will apply if your payment arrives at UTS after the due date.

If I vary my program (add or delete a subject) how do I receive an updated invoice?
If you require an up-to-date invoice you can obtain an e-invoice by following the prompts under the ‘Financial Details’ tab in My Student Admin: https://onestopadmin.uts.edu.au/estudent/

If you drop a subject your e-Invoice will update immediately. If you are adding or swapping subjects your updated e-Invoice will be available after 1 working day.

I’m thinking about adding an extra subject after the payment due date (21 February 2014) has passed, when do I need to pay my tuition fees?
You should pay for your current enrolled subjects by the due date shown on your invoice. Once you add your new subject/s, an e-Invoice will be generated for the subject/s in approximately 24 hrs. Then you can obtain an up-to-date copy of your invoice from My Student Admin: https://onestopadmin.uts.edu.au/estudent/ and pay immediately. Don’t delay payment for your invoiced subjects beyond the due date or you will be charged a $150 late payment fee.

What happens if I pay my fees late?
If full fees are not paid by the due date (21 February 2014) a $150 Late Payment Fee will be charged. If all fees and any late payment penalties are not paid by the Census date (31 March 2014), you risk an additional $250 late payment penalty fee and having your enrolment cancelled. If your enrolment is cancelled, the university is required by law to pass this information on to the Department of Immigration and Border Protection (DIBP).