



Government of
South Australia

APPLICATION FOR FEES BY INSTALMENTS

TITLE GIVEN NAMES SURNAME/FAMILY NAME

STUDENT ID DATE OF BIRTH

POSTAL ADDRESS POST CODE

RESIDENTIAL ADDRESS POST CODE

HOME PHONE WORK PHONE MOBILE PHONE

EMPLOYER'S NAME AND ADDRESS

NAME OF COURSE YEAR

TOTAL FEES SEMESTER 1 SEMESTER 2 CONCESSION YES NO

HAVE YOU APPLIED FOR ANY OTHER FINANCIAL ASSISTANCE? YES NO

IF YES, PLEASE GIVE DETAILS

HOUSEHOLD FINANCIAL DETAILS

INCOME (PER FORTNIGHT)	\$	EXPENSES (PER FORTNIGHT)	\$
WAGES/SALARY		FOOD	
AUSTUDY/ABSTUDY		RENT/BOARD/MORTGAGE	
DISABILITY SUPPORT		LOAN REPAYMENTS	
PARENTING PAYMENTS		HOUSEHOLD BILLS (gas, electricity, phone/mobile)	
NEWSTART/YOUTH ALLOWANCE		TRAVEL (eg bus, train, taxi)	
RENT ASSISTANCE		MOTOR VEHICLE	
OTHER INCOME (eg maintenance or PES) Please specify below		ENTERTAINMENT (leisure etc)	
TOTAL INCOME		OTHER (childcare, maintenance etc)	
ONE OFF PAYMENT (please specify below)		TOTAL EXPENSES	
		OFFICE USE ONLY	
		UNCOMMITTED INCOME	

PROCEDURE

When your application has been approved you will need to sign an Education Agreement. You are required to keep a copy of this agreement which states the payment dates.

PROCEDURE IF YOU FAIL TO PAY AN INSTALMENT:

After signing the Education Agreement, students are legally bound to meet each instalment as it falls due. You will be sent a First Reminder Notice and if you fail to pay, your file will be sent to the Debt Recovery Unit who will initiate follow-up action.

If you do not pay the outstanding fees, the Institute will withhold the qualification you have been working towards and refuse re-enrolment at any TAFE SA Institute until the debt has been paid.

I certify to the best of my knowledge and belief, this application is true and correct. I further acknowledge that I have no outstanding debt from a current or previous Fees by Instalment scheme. I authorise the Institute to undertake any credit check in respect of this application, follow up any outstanding debts, withhold any results/certificates, suspend any rights I may have to re-enrol and refer the debt to the Institute's collection agency. I understand that I may be liable for the costs incurred in the collection of outstanding debts.

I acknowledge that I have received a copy of the TAFE SA Fees by Instalment Student Information Package and I understand my responsibilities and the consequences to me should I default on my payments.

Student Name _____ Signed _____ Date _____

OFFICE USE ONLY

Information /Client Services Officer _____ APPROVED NOT APPROVED

SIGNED (Manager/Delegate) _____ DATE _____

FEES BY INSTALMENTS

PRIVACY ACT

Important Notice to Applicants (s) For Credit (Section 18(E)(1) Privacy Act 1988)

Notice of disclosure of your credit information to a credit reporting agency (Privacy Act 1988)

TAFE SA may give information about you to a credit reporting agency, for the following purposes:

- To obtain a consumer credit report about you, and/or
- To allow the credit reporting agency to create or maintain a credit information file containing information about you.

The information is limited to:

- Identity particulars – your name, sex, address (and the previous two addresses) date of birth, name of employer, and drivers' license number.
- Your application for credit or commercial credit – the fact that you have applied for credit and the amount.
- The fact TAFE SA is a current credit provider to you.
- Loan repayments which are overdue by more than 60 days, and for which debt collection action has started.
- Advice that your loan repayments are no longer overdue in respect of any default that has been listed.
- Information that, in the opinion of TAFE SA you have committed a serious credit infringement (that is, fraudulently or shown an intention not to comply with your credit obligations).
- That credit provided to you by TAFE SA has been paid or otherwise discharged.

Period to which this understanding applies:

This information may be given before, during or after the provision of credit to you.

STATEMENT BY APPLICANT(S) FOR CREDIT

Please read carefully before signing. Where there is more than one applicant, each applicant must sign.

Giving information to a Credit Reporting Agency (Section 18E (8) (c) Privacy Act 1988)

I have been informed by TAFE SA that it may give certain personal information about me to a credit reporting agency.

Access to Commercial Credit Information (Section 18L (4) Privacy Act 1988)

I/We agree that TAFE SA may obtain information about me/us from a business which provides information about the commercial credit worthiness of persons for the purpose of assessing my/our application for commercial credit.

Access to Consumer Credit Information (Section 18K(1)(b) Privacy Act 1988)

I/We agree that TAFE SA may obtain a consumer credit report containing information about me/us from a credit reporting agency for the purpose of assessing my/our application for commercial credit.

Exchange of Credit Worthiness Information (Section 18N Privacy Act 1988)

I/We agree that TAFE SA may exchange information with those credit providers named in this application or named in a consumer credit report issued by a credit reporting agency for the following purposes:

- To assess an application by me/us for credit.
- To notify other credit providers of a default by me/us.
- To exchange information with other credit providers as to the status of this loan where I am in default with other credit providers.
- To assess my/our credit worthiness.

I/we understand that the information exchanged can include anything about my/our credit worthiness, credit standing, credit history or credit capacity that credit providers are allowed to exchange under the Privacy Act.

Agreement to a credit provider being given a consumer credit report by a credit reporting agency to assess a guarantor (Section 18K 1(c) Privacy Act 1988)

I/we agree TAFE SA may obtain from a credit reporting agency a consumer credit report containing information about me/us for the purpose of assessing whether to accept me/us as a guarantor for credit applied for by, or provided to, the borrower(s) (named in the agreement). I/We agree that this agreement commences from the date of this agreement and continues until the credit covered by the borrower(s) application ceases.

Agreement to a credit provider disclosing a report including a consumer report to potential or existing guarantor (Section 18K (1) Privacy Act 1988)

I/We agree that TAFE SA may give to a person who is currently a guarantor, or whom I/we indicated is considering becoming a guarantor, a credit report containing information about me/us for the purpose of (name of prospective guarantor) _____ deciding whether to act as a guarantor, or to keep (name of existing guarantor) _____ informed about the guarantee. I/we understand that the information disclosed can include anything about my/our credit worthiness, credit standing, credit history or credit capacity that credit providers are allowed to disclose under the Privacy Act, and includes a credit report.

Student Name _____ Signed _____ Date _____

Witness Name _____ Signed _____ Date _____