

Cancellation of FEE-HELP form

**This form is to be completed by students who have previously applied to defer their tuition fees through FEE-HELP
Please complete this form in block letters using black ink. Mark appropriate boxes with a cross (X).**

1 – PERSONAL DETAILS

ACAP student ID number Gender

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Male Female

Title.....Family Name..... Given Name(s).....

Postal Address:

Number:.....Street.....

Suburb.....Postcode.....State.....

Country.....

Daytime Contact : E-mail Address:

Course Name

Campus (Syd, Mel, Bri, Ade)

2 – CANCELLATION

Term and year from which a cancellation of the FEE-HELP assistance is sought

Term 1	<input checked="" type="checkbox"/>
Term 2	<input checked="" type="checkbox"/>
Term 3	<input checked="" type="checkbox"/>
Summer School	<input checked="" type="checkbox"/>

Year	YYYY
Year	YYYY
Year	YYYY
Year	YYYY

3 – REASON FOR CANCELLATION

I will be paying my tuitions fees upfront	<input checked="" type="checkbox"/>
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Please attach your completed invoice to this form with your preferred method of payment.

I have submitted a Deferral form	<input checked="" type="checkbox"/>
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Please follow the link to complete a [Deferral Form](#). If the application is submitted after the Census date, you may still be liable for your tuition fees. Further details are available in the student hand book

I have submitted a Withdrawal form	<input checked="" type="checkbox"/>
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Please follow the link to complete a [Withdrawal Form](#). If the application is submitted after the Census date, you may still be liable for your tuition fees. Further details are available in the student hand book

4 – DECLARATION AND SIGNATURE

I wish to cancel my request for FEE-HELP Assistance.

Student Signature

Date

Date Received

X	SIGN HERE
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DD	/	MM	/	YYYY
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Office Use Only	Office Use Only
Office Use Only	Office Use Only

The completed form must be lodged at administration by the census date of the term for which you are requesting the cancellation. Alternatively it can be posted to:
FEE-HELP Coordinator, Locked Bag 11, Strawberry Hills NSW 2012

Other than as authorised or required by law, the College will only use information collected via this form for the purposes for which it is being collected and in accordance with the College's functions and activities associated with your enrolment. Some specified information will be provided to third parties, such as TEQSA and other government and external agencies, where there are requirements on the College to do so. All information will be collected, stored, accessed, disseminated or destroyed in accordance with relevant privacy, record management, other laws and the College's policies.