PAYMENT OPTIONS INCLUDE:

BPay
- online – log on to your banking website to make a payment
- by phone – call your participating bank to make a payment from your cheque, savings or credit account.

Pay at Australia Post
- in person at any post office with cash, cheque, credit card or EFTPOS
- online – go to postbillpay.com.au to make payment
- by phone – call 13 18 16 and pay by credit card
- by smartphone – download the free Australia Post Mobile iPhone app from the iTunes App Store or from m.auspost.com.au

For BPay and Australia Post payments, please refer to the payment slip on the front of your invoice for your biller code and reference number.

Pay at the University Cashiers
The cashiers are located in Student Central, Building 101. A maximum limit of $200 applies to all payments made in cash. The cashiers will accept payment via EFTPOS, credit card, money order, bank draft or personal cheque. Cheques must be made payable to ‘Curtin University’ and have your student ID, full name and contact details written on the back. Alternatively, you can mail your cheque to:
The University Cashier
Curtin University
GPO Box U1987
Perth WA 6845

FOR MORE INFORMATION:
University Fees Centre
Office hours: Monday to Friday, 9 am – 4.45 pm
Phone hours: Monday to Friday, 8.30 am – 4.45 pm
Location: Building 101, level 2
Tel: +61 8 9266 3500
Fax: +61 8 9266 4108
Email: fees@curtin.edu.au
Web: fees.curtin.edu.au
Postal: GPO Box U1987, Perth, Western Australia, 6845
Ask Curtin: available on the Welcome tab in OASIS

DISCLAIMER
Information in this publication is correct at the time of printing but may be subject to change. In particular, the University reserves the right to change the content and/or method of assessment, to change or alter tuition fees of any unit of study, to withdraw any unit of study or program which it offers, to impose limitations on enrolment in any unit or program, and/or to vary arrangements for any program.

INTERNATIONAL STUDENTS
International students studying in Australia on a student visa can only study full-time and there are also specific entry requirements that must be met. Please refer to international.curtin.edu.au or phone +61 8 9266 7331 for further information, as some information contained in this brochure may not be applicable to international students.
Australian citizens, permanent residents and international students studying outside Australia have the choice of full-time, part-time and external study.

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YOUR STUDENT SERVICES AND AMENITIES FEE

The Student Services and Amenities Fee (SSAF) supports the provision of a wide range of non-academic services and amenities to all students at the University. Curtin uses the SSAF revenue to enhance your university experience, and to expand and improve services and amenities for all students.

HOW WILL I BENEFIT FROM THE STUDENT SERVICES AND AMENITIES FEE?

Individual students have different needs and will access different services and amenities, but overall, the student community at Curtin will benefit from improvements to be funded through the SSAF.

WHAT WILL MY STUDENT SERVICES AND AMENITIES FEE PROVIDE?

Curtin University and the Curtin Student Guild work together to coordinate the delivery of amenities and services provided through the SSAF. Fees are only spent on specific non-academic services and facilities.

The list below defines the types of services and amenities the SSAF can support:

- providing food and drink to students on campus
- supporting artistic, sporting and recreational activities, including student clubs and debating
- providing childcare facilities to students
- providing legal services to students
- promoting student health and welfare
- helping students secure accommodation
- helping students obtain employment or advice on careers
- providing financial advice to students
- helping students obtain insurance against personal accidents
- providing libraries and reading rooms
- supporting the production and distribution of student-created media
- helping students develop study skills
- supporting the advocacy of student-related interests
- providing information to students to assist with orientation to the University
- supporting the provision of services that assist students in understanding their rights and obligations.

WHO NEEDS TO PAY THE STUDENT AMENITIES FEE?

Most students are required to pay the fee. To find out whether the fee applies to you, visit the published schedule of fees found at fees.curtin.edu.au/ssaf_fees.cfm.

HOW MUCH DOES IT COST?

Refer to the published schedule of fees and the Student Services and Amenities Fee Calculator found at fees.curtin.edu.au/ssaf_fees.cfm for details. You can download an elvoice for your amount payable as soon as the fee has been charged.

WHEN IS PAYMENT DUE?

You must make payment by the due date shown on the elvoice. Please visit: fees.curtin.edu.au/amenities.cfm to find the relevant due date.

HOW WILL I BE INVOICED?

Your elvoice will show the Student Services and Amenities Fee you need to pay for the study periods you are enrolled in. It is your responsibility to ensure the units you are enrolled in are correct, you can check by looking under the ‘My Enrolments’ tab in eStudent. If your enrolment is incorrect please contact your faculty directly.

Your elvoice will be available in OASIS to download as soon as the fee is charged.

You can access your elvoice at any time by following the instructions below:

- log on to your OASIS account
- go to the ‘My Studies & eVALUate’ tab and click on eStudent
- select the ‘My Finances’ tab
- scroll to the bottom of the screen and click on the ‘Email my elvoice’ button. Your elvoice will be sent to your Curtin student email account in OASIS.

For further details on understanding your elvoice, please visit fees.curtin.edu.au/invoice.cfm or contact the Fees Centre on +61 8 9266 3500.

HOW DO I FIND OUT THE BALANCE OF MY STUDENT SERVICES AND AMENITIES FEE ONLINE?

You can access all fee information in eStudent under the ‘My Studies & eVALUate’ tab in OASIS. Open eStudent, and click on the ‘My Finances’ tab. Alternatively, you can contact the Fees Centre on +61 8 9266 3500.

HOW CAN I MAKE A PAYMENT?

Defer through SA-HELP

SA-HELP is an Australian Government loan scheme that assists eligible students to pay their student services and amenities fee. If you are eligible, you can choose to defer all or part of your fee.

Who is eligible for SA-HELP

To access SA-HELP you need to meet the following requirements:

- be an Australian citizen or the holder of a permanent humanitarian visa
- be enrolled in a course of study
- submit a valid request for SA-HELP, including your tax file number on or before the due date.

How do I access SA-HELP

You will need to complete an electronic Request for SA-HELP Assistance form via the ‘My eCAF’ tab in eStudent. If your form is not submitted by the due date you will not be entitled to a SA-HELP loan.

You will need to submit a new SA-HELP form for each course that you wish to undertake, including instances where you have switched courses.

If you are eligible for SA-HELP, you can:

- make a full payment upfront; or
- make a partial payment upfront and defer the remaining balance to the ATO after the due date; or
- make no payment upfront and have the full amount deferred to the ATO after the due date.

For more information about SA-HELP, please refer to the booklets available at Student Central, Building 101 or visit: studyassist.gov.au.

For more information go to: fees.curtin.edu.au