Commonwealth Assistance Notices
Within 28 days of the census date of each term a Commonwealth Assistance Notice (CAN) is provided to all Commonwealth supported and domestic fee paying students who have deferred some or all of their fees to a HECS-HELP, FEE-HELP or SA-HELP loan. This notice provides information on the fees that students have received a HECS-HELP, FEE-HELP or SA-HELP loan for, and any upfront payments of student contribution, tuition fees or SSFAP payments that have been made.

The CAN will be provided online through Access Adelaide, access.adelaide.edu.au, and students will be notified via their University of Adelaide student email account when it is available. Students must check this notice carefully. If any information on the CAN is incorrect they must contact Student Finance in writing within 14 days of the date of the notice, or email studentfinance@adelaide.edu.au.

Financial hardship
If you are unable to pay your tuition fees by the due date, and are in genuine financial hardship, you may be eligible to apply to pay by instalments. To apply, read the conditions and complete the application form available at adelaide.edu.au/student/finance/

Applying for a Special Circumstances Repayment, Remission or Re-credit
For information on the policy and procedures for applying for a remission of HECS-HELP debt, a re-credit of FEE-HELP balance, a repayment of tuition fees or upfront student contribution payment under special circumstances visit adelaide.edu.au/student/finance/issor

Invoicing
The University provides invoices online through Access Adelaide access.adelaide.edu.au. You will be notified via your University of Adelaide student email account when an invoice has been generated. Students who change their enrolment after initial invoicing will receive further invoices. New invoices are only generated if the invoice amount changes. Students who make enrolment changes close to or on census date are required to finalise their account immediately.

Please note: All Commonwealth supported students will receive an invoice for student contributions. This is regardless of whether they have indicated that they wish to defer their student contribution to a HECS-HELP loan.

At census date each study period, Commonwealth supported students who, are eligible for HECS-HELP, will have any outstanding student contribution deferred to the Australian Taxation Office.

Online services
You can access your financial records (including invoices, letters, CANs) and make ePayments at access.adelaide.edu.au

Commonwealth supported students can access the Request for Commonwealth support and HECS-HELP form through Access Adelaide.

Eligible domestic fee paying students can access the Request for FEE-HELP Assistance form through Access Adelaide.

Eligible students can access the Request for SA-HELP Assistance form through Access Adelaide.

Students will also receive a Commonwealth Assistance Notice (CAN) through Access Adelaide detailing any HELP assistance they have received.

You will be advised via your student email account when invoices and CANs are available, or if important Student Finance communications have been posted to your Access Adelaide account.

Key Access Adelaide pathways:

Check your student email account regularly.

Payment options
Payment options will be listed on your invoice and include the following:

ePayment Gateway
Available online via Access Adelaide. This method uses the secure services of the Commonwealth Bank’s CommWeb facility, and is the University’s preferred payment method.

POST/Shop
In person at any Australian Post Office or agency (Invoice will be required), online through postshop.com.au, or via phone 13 18 16.

Bpay
Through a participating financial institution.

Mail
Cheques or bank drafts made payable to ‘The University of Adelaide’ Student Finance, The University of Adelaide, SA 5005.

Privacy
The University’s relationship is with the student. In accordance with the University’s Privacy Policy information cannot be released to a third party, including parents and employers, without the written consent of the student.

Fee information on the web
The University publishes tuition fees and Commonwealth supported student contributions for all 2015 courses on its website at access.adelaide.edu.au/courses/search.asp
Understanding student fees
This brochure provides important information regarding fees, student contributions, payment and support options. It is important that you read it carefully.

Keeping informed
The University’s primary method of communication with students is via student email. Make sure you check your student email to ensure you receive important information regarding your student finances. This includes any Commonwealth Assistance Notices, and other important financial matters.

Student Services & Amenities Fee (SSAF)
To assist with the funding of student services and amenities at the University, students are charged a Student Services & Amenities Fee (SSAF). In 2015, the SSAF amount for full-time students will be $286, and for part-time students $214. If you are an Australian citizen or a holder of a permanent humanitarian visa residing in Australia for the duration of your unit of study, you are eligible to apply to defer this fee via a SA-HELP loan. For further information visit adelaide.edu.au/student/finance and select SSAF from the menu.

About SA-HELP
A SA-HELP loan allows students to borrow from the Commonwealth to cover some or all of their Student Services & Amenities Fee. Students who receive SA-HELP will have part or their entire SSAF paid to the University by the Commonwealth and a SA-HELP debt recorded for them with the Australian Taxation Office (ATO).

Important things to note:
A Commonwealth supported student must complete a Request for Commonwealth support and HECS-HELP form for each program they are enrolled in by the census date. This form is available online as part of the enrolment process for 2015. Students who are continuing a program for which they have completed this form in a previous year are not required to complete the form again.

Australian citizens and permanent humanitarian visa holders will receive 10% discount for up-front payments, made by the due date, of their student contribution of $100.00 or more. e.g. a $500 payment would result in a $450 contribution by the due date.

Please note: Subject to the passage of legislation, the 10% discount for up-front payments will be removed in the future at a date yet to be determined by the Australian Government.

New Zealand citizens and holders of other permanent visas are not eligible for HECS-HELP loans and must pay all student contributions to the University by the invoice due date.

Student contributions
The maximum student contribution amounts for one year of full-time study are determined each year by the Australian Government:

| Band | Law, Accounting, Administration, Economics, Commerce, Dentistry, Medicine, Veterinary Science | $10,266 |
| Band 2 | Mathematics, Statistics, Computing, Built Environment, Other Health, Allied Health, Science, Engineering, Surveying, Agriculture | $6,768 |
| Band 3 | Humanities, Behavioural Sciences, Social Studies, Education, Visual and Performing Arts, Foreign Languages, Visual and Performing Arts | $6,112 |

| 2015 Student contribution amounts |

Commonwealth supported students
Commonwealth supported students are domestic students who have been offered a Commonwealth supported place (CSP) by the University. This means the Commonwealth funds part of the cost of their study, while students pay a student contribution amount for their units of study. Commonwealth supported students must pay their student contribution by the invoice due date, and for Commonwealth supported students this must be completed by the date the fee becomes payable, as printed on the invoice. Students who are continuing a program for which they have completed this form in a previous year are not required to complete the form again. If you change program or commence a new program, you will need to complete a new form for your new program.

About HECS-HELP
A HECS-HELP loan allows students to borrow from the Commonwealth to cover some or all of their student contribution. Students who receive HECS-HELP will have part or their entire student contribution amount paid to the University by the Commonwealth and a HECS-HELP debt recorded for them with the Australian Taxation Office (ATO). To be eligible for HECS-HELP you must:

- be a Commonwealth supported place
- be a permanent Australian citizen residing in Australia for the duration of your unit of study
- complete a Commonwealth Assistance Notice and have not applied for a FEE-HELP loan by census date or are not eligible to do so, may have their enrolment cancelled.

Students who wish to apply for a FEE-HELP loan must complete a Request for FEE-HELP Assistance form for each program they seek assistance for by the census date. The form is available online as part of the enrolment process for 2015. Students who are continuing a program for which they have completed this form in a previous year are not required to complete the form again.

About FEE-HELP
A FEE-HELP loan allows students to borrow from the Commonwealth to pay their tuition fees to the FEE-HELP limit, to cover some or all of their tuition fees.

Students who receive a FEE-HELP loan will have part or their entire tuition fees paid to the University by the Commonwealth and a FEE-HELP debt recorded for them with the ATO.

To be eligible for FEE-HELP you must:

- be an Australian citizen residing in Australia for at least one year of unit contributing to your program OR be a permanent humanitarian visa holder residing in Australia for the duration of your unit of study OR a permanent visa holder who is undertaking bridging study for overseas-trained professionals, residing in Australia for the duration of your unit of study OR be an Australian citizen residing in Australia for at least one year of unit contributing to your program OR be a permanent humanitarian visa holder residing in Australia for the duration of your unit of study OR be an Australian citizen residing in Australia for at least one year of unit contributing to your program OR be a permanent humanitarian visa holder residing in Australia for the duration of your unit of study OR be an Australian citizen residing in Australia for at least one year of unit contributing to your program OR be a permanent humanitarian visa holder residing in Australia for the duration of your unit of study OR

...