

# ADDITIONAL ADMINISTRATION CHARGES 2019

International Enrolment Fee	\$150
Student Visa – On Campus Administration Fee	\$275
Discretionary Entrance Fee	\$50
Reporting credits to NZQA for standards	\$1.58 per credit
Replacement ID card	\$30
Dishonoured cheque reinstatement charge	\$100

## DOMESTIC AND INTERNATIONAL STUDENT COURSE ALTERATIONS AND WITHDRAWALS

Extraordinary Circumstances – administration charge	\$50
International Student Refund – administration charge	\$300

## APPLICATION FOR ACADEMIC CREDIT

Recognition of external formal prior learning credit	\$100
Recognition of external non-formal prior learning credit	\$100

## ACADEMIC RECORDS AND QUALIFICATIONS

Physical academic transcript (exceptional circumstances only)	\$20 per copy
My eQuals transcript “unlock for life” <sup>1</sup>	\$20
My eQuals digital qualification “unlock for life” (per qualification)	\$10
Replacement parchment (including courier charges) – NZ address	\$75
Replacement parchment (including courier charges) – overseas address	\$90
Surrender of qualification	\$45

1. This charge only applies to transcript requests to My eQuals before your first graduation. Please be aware that if you request access and opt not to pay this charge, this cannot be cancelled or removed after graduation.