



# Financial Arrangement Application

This form is to be completed by EEI students who want to apply to EEI to alter their current agreed instalment/ payment plan. This form will be forwarded to EEI directors for approval. This form must be completed 14 days prior to the payment due date.

Please note, this form will generally not be accepted in the following circumstances;

1. Student payment is already overdue
2. Student already has an overdue account
3. Student is not meeting academic or attendance requirements
4. Student has previously past due account payments

## PART A: TO BE COMPLETED BY ALL APPLICANTS

Applicant personal details	
Student Number	
Student First Name	
Student Last Name	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Address (in Australia)	
Mobile:	Home Ph:
Email:	Fax:
Emergency contact details	
Full Name	Relationship
Address	Contact number: Email:
Proposed Payment Details	(Please explain the reason for non-payment of fees by the due date, and new proposal of fees including due dates and payment amounts )

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_



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**OFFICE USE ONLY**

Received by: \_\_\_\_\_ Date received: \_\_\_\_/\_\_\_\_/\_\_\_\_

Approved Yes No

Reason for Non-Approval

Signed: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_