



**Payment Plan Application**

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| **TERMS & CONDITIONS** | | | | | | | | |
| Payment plan applications shall be made prior to start of study (unless otherwise agreed).   * An applicant must be a domestic student 18 years of age or older. A student under 18 years may apply with a Guarantor. Evidence of identification with 100 points of ID including a photo must be provided by the applicant and/or guarantor, where applicable. *  TISOVN reserves the right to refuse payment plans where it is not deemed to be responsible to enter into a payment arrangement with a student, or where a student is eligible for a student loan for the course. TISOVN will however consider applications for students eligible for Student Loans and applying for a Payment Plan for the student fees over the prescribed capped amount for the qualification. Financial capacity to meet the payment plan instalments must be demonstrated (via financial viability test / credit check). Applicants must have no outstanding debts with TISOVN. If the application is declined, the full fee will be due and payable immediately. You may apply to TISOVN (within 10 business days) after receiving written notice to request reconsideration. Please contact us for further information. * Payment Plans are not offered on all courses or enrolments. Minimum deposit levels apply at the discretion of TISOVN. The instalments are due weekly, or as otherwise negotiated via direct debit. * Consumer credit worthiness information may be exchanged with credit reporting bodies. * Fees must be repaid as contracted under the plan; otherwise the full debt will become due and payable; you may be suspended from further tuition and no subsequent payment plans may be considered. Overdue debts may be referred to a Debt Collection Agency and may be reported to a Credit Referencing Agency. This may result in additional costs being incurred by you (your guarantor) and may affect your credit rating. * Cancellation of enrolment does not cancel the obligation to make all payments under the approved plan. Any extenuating circumstances adversely affecting ability to meet repayments must be provided in writing. * Default on agreed instalment payment may result in an award/results not being issued for any completed qualifications. | | | | | | | | |
| **STUDENT DETAILS** | | | | | | | | |
| Student number *(if known)*: | |  | | | Date of birth: | | **/ /** | |
| Family name: | |  | | | Given name/s: | |  | |
| Address: | | Post code: | | | | | | |
| Mobile: |  | | Home phone: |  | | Email address: | |  |
| **Important: A guarantor is required if you are under 18 years of age. Please note that you may also choose to provide a guarantor for financial reasons if you are over 18 years of age** | | | | | | | | |





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| Will you be supplying a guarantor for your payment plan who will be responsible for your debt in case of default?  or Will your guarantor be paying your fees for you via a payment plan associated with this application? | [ ] Yes\* [ ] No  [ ] Yes\* [ ] No |
| If yes, do you wish to provide authorisation for TISOVN to discuss your details with your guarantor? | [ ] Yes [ ] No |
| If yes, what information can be discussed with your guarantor? | [ ] All details [ ] Attendance / Progress of Study [ ] Financial records [ ] Other: |
| Do you wish for this authority to expire at some point? If yes, please provide date of expire | [ ] No [ ] Yes / / |

*\*NOTE: If you answered yes, please have your guarantor complete the guarantor details section below before proceeding, if you are not using a guarantor please go straight to page 3.*

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| **GUARANTOR DETAILS (Credit checks apply to guarantors)** | | | |
| Family name: |  | Given name/s: |  |
| Address: |  | Post code: |  |
| Date of birth: | / / | Email address |  |
| Mobile: |  | Home phone: |  |
| **Guarantor Declaration** | | | |
| I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name of Guarantor) confirm that I am willing to be a Guarantor for  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name of Applicant)  **[ ] I am aware of, understand, and agree that I will be liable to pay all money owing by the applicant if they default in paying the debt under the payment plan and I declare that all information supplied is true and correct. Or [ ] I agree that I am willing to take on the debt associated with this agreement and enter into a direct debit payment plan arrangement to pay all TISOVN fees owing for the course stated in this application and I declare that all information supplied is true and correct** | | | |
| **Guarantor signature:** | | **Date:** | |





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| **STUDENT DECLARATION** | |
| I declare that all information is true and correct. I have read and understand the Terms and Conditions. I understand the approval of my application will commit me to an agreed schedule of payments and that any failure to make payment may result in the termination of the agreed Payment Plan resulting in the outstanding balance becoming immediately due and payable. Even if I withdraw from the course, I may still owe for unpaid fees if the courses have commenced regardless of whether I have actually attended these courses. These details may be used (as a default mechanism) to collect outstanding debt through a collection agency at my expense. I give consent to TISOVN to obtain my consumer credit file for the purposes of this application. I agree to the terms and conditions and will make payments on or before the due date of the Payment Plan. | |
| Student signature: | Date: |
|  |  |

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| **FINANCIAL VIABILITY** | | | | |
| Income and expenses listed below are related to: | | [ ] Student [ ] Guarantor | | |
| **Please list your fortnightly income details:** | | **Please list your fortnightly expense details:** | | |
| Work *(wages):* | $ | Rent / Board / Mortgage / Rates: | | $ |
| Centrelink income: | $ | Phone/Electricity/Gas/Water: | | $ |
| Parent/spouse: | $ | Living Expenses (e.g. Food;) | | $ |
| Other *(please specify):* | $ | Transport / Car / Insurance expense | | $ |
|  | | Credit Card / Loan repayments | | $ |
| Other (please specify): | | $ |
| **Total fortnightly income:** | $ | **Total fortnightly expenses:** | $ | |

**[ ] I understand that I am required to pay 20% deposit of course the total upfront**

**[ ] I have read the terms and conditions**





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| **OFFICE USE ONLY** | | | | | | | | |
| Course: |  | | | | Course No. | |  | |
| Guarantor ID number | | | | |  | | | |
| Consumer credit check undertaken: | | | | [ ] Yes [ ] No | Date: | | | **/ /** |
| Application approved? | | [ ] Yes [ ] No | | | Total fees | | | $ |
| Deposit paid: | | $ | | | Credit approved: | | | $ |
| **Financial Delegate’s Name:** | | | **Financial Delegate’s Signature:** | | | **Date:** | | |
|  | | |  | | | **/ /** | | |