



12 October 2023

Mr Alex Herchen  
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Dear Mr Herchen

Congratulations on being accepted into Griffith University. It gives me great pleasure to extend to you an invitation to study the following program(s):

- **Doctor of Medicine**

Griffith University is proud to be ranked in the top 250 universities in the world, and in the top 50 under 50 years old. With approximately 50,000 students from 130 countries studying across our campuses in South East Queensland, we offer a vibrant campus experience in a beautiful natural environment. The support offered to international students at Griffith University has won a number of awards, including for our Griffith English Language Enhancement Strategy, and you will be welcomed by our Griffith Mates from the moment you arrive.

We recognise that your academic study is a stepping stone to your chosen career, and we look forward to supporting you through real-life industry experiences, access to career mentors and a range of other initiatives that will enhance your employability, as well as the skills and knowledge sought after by today's employers. When you are ready to graduate, there are a range of support services available to help you in making that next step.

Having been an international student myself, I am well aware of the significance of your decision. I know the life changing impact studying and living in another country can have. It is important to us that you feel supported and secure both in your choice of university, and during the application process. If you have any questions at all about accepting your offer or studying at Griffith, please contact your Admissions Officer.

I do want to take this opportunity to congratulate you and wish you success in your chosen education path.

Together with the rest of the Griffith community, I look forward to you joining us at Griffith.

Kind regards

Professor Sarah Todd  
Vice President (Global)



Griffith ID Number: 5371906  
Date of Birth: 21 February 2001

Date: 12 October 2023

Dear Mr Herchen

We are pleased to offer you a place in:

- **Doctor of Medicine**

Your Letter of Offer contains the following information:

1. Program details and conditions of offer.
2. Tuition and other fees.
3. Griffith University conditions of acceptance.
4. Refund of fees policy.

We will send you a **Confirmation of Enrolment (CoE)** once you have:

- paid your total deposit fee (if applicable).
- accepted your offer through StudyLink or provided a signed acceptance of offer form.
- returned evidence of meeting any conditions of offer (if applicable).

**About your offer:**

This offer replaces any preceding offer you may have been issued. If you change your commencement date, your eligibility will be re-assessed against the requirements for the new commencement dates.

This offer is not valid for Australian or New Zealand citizens, Australian permanent residents or Australian permanent protection visa holders. If you have applied for, or have been granted residency status in Australia, please advise the Griffith International Office.

For students studying onshore, this offer is made based on you obtaining a visa or maintaining your current visa. If you intend to apply for an Australian student visa, you must not apply for your visa until you have received your CoE(s) from Griffith University.

If your visa type changes you must notify the Griffith International Office.

Griffith University offers a diverse range of scholarships for international students. Please visit our [scholarship page](#) for a full list of scholarships, eligibility criteria, terms and conditions and deadlines.

Details on Griffith's accommodation partners and our on-campus accommodation are available at [Griffith.edu.au/accommodation](https://griffith.edu.au/accommodation).

Please do not hesitate to email us if you have any questions.

Warm regards

IOBH Griffith  
Admissions Officer  
Griffith International

## Program details and Conditions of Offer

### Griffith University - Doctor of Medicine (5099)

CRICOS Code:	079860C	Campus:	Gold Coast campus
Program commencement date:	22 January 2024	Program length:	4 years (320 Credit Points)
Estimated total fee:	AUD \$310,000.00		
Orientation start date:	22 Jan 2024		
Credit awarded*:	N/A		
Additional information:	<ul style="list-style-type: none"><li>* If you have been awarded <b>credit</b>, your reduced program length is conditional on successfully completing the required Griffith University courses within the standard timeframe. For more information on credit please refer to the <a href="#">Credit Precedent Database</a>.</li><li>Please also note that the estimated total degree tuition fee indicated on your Letter of Offer is calculated for the entire degree program. However, if your program length has been reduced as a result of credit awarded, the applicable total degree tuition fee may vary accordingly.</li><li>You can access information about your degree program and plan for your enrolment in individual courses by accessing the published information on the <a href="#">degree finder website</a>.</li><li>The degree finder website will provide information about your degree program and the modes of study for each course, including compulsory online and/or work-based training, placements, and/or other community-based learning and/or collaborative research training arrangements. Some degrees may require work-based training to be undertaken as part of the program. For more information on the requirements for your degree please refer to the Attendance Section for your program in <a href="#">Degree Finder</a>. Please ensure that you take the time to review this information before accepting your offer.</li><li>This qualification is an Australian Qualifications Framework Level 9 Masters Extended Degree</li></ul> <p>Your offer letter is valid until 26/10/2023 and will lapse if you do not complete the acceptance process before this date. As there are limited places available for this program, places will be allocated to applicants when they accept their offer and meet all conditions listed in their offer letter, until the limit is reached. If the limit is reached before the final acceptance date, all remaining applicants will be notified that the program is now full and be given the option to reapply for the next available intake.</p>		
Conditions:	<ul style="list-style-type: none"><li>- Copy of your official certified academic transcript to be post to Griffith International: International Admissions(N53_1.62) Griffith University, Nathan Campus Queensland 4111 Australia</li></ul>		

If you are currently studying at another education institution in Australia and you wish to enrol with Griffith University prior to completing the first six months of your program, you must provide a letter of release from that institution supporting your transfer to Griffith University.

## Tuition and other fees

You will need to pay the **total deposit fee** listed below before Griffith University can issue you with your CoE.

### Current fees due

Degree tuition deposit fee	AUD \$38,750.00
Overseas student health cover***: - 51 months of Single Cover OSHC start date: 08 January 2024 OSHC end date: 15 March 2028	AUD \$3,705.00
<b>Total deposit fee*:</b>	<b>AUD \$42,455.00</b>
<b>Additional information</b>	*The <b>total deposit fee</b> is the total amount you are required to pay before Griffith University will issue your CoE. This will include relevant costs such as an application fee, English enrolment fee (for English programs), Overseas Student Health Cover charges and tuition fees (where applicable).

The **degree tuition deposit fee** is usually equal to one teaching period of tuition fees for your program. However, if you have secured a scholarship, the scholarship will have already been deducted from the amount shown. Please refer to information under **total program fees** for additional information on your tuition fees.

\*\*\*Griffith University's preferred provider of OSHC for student visa holders is [Allianz Care Australia](#). Griffith will organise OSHC for the duration of your visa. The cost of your visa-length plan is shown above and is included in your total deposit fee. If you have alternative OSHC for the duration of your student visa, please provide evidence with your acceptance of offer.

### Total program fees

<b>Estimated total degree tuition fee</b>	Doctor of Medicine: AUD\$ 310,000.00
<b>Additional information</b>	<b>Student fees and charges</b> <p>The fees quoted in your Letter of Offer are current at the time of issuing your offer. However, tuition fees are increased annually and the tuition fee you will pay is the tuition fee for your program in the year you commence your study. Once you are enrolled in your first teaching period you will be invoiced for any balance owing. The annual tuition fee increase after your commencement year will be no more than 7.0%.</p> <p>Griffith University tuition fees are published for each degree program and can be found at <a href="http://griffith.edu.au/degrees">griffith.edu.au/degrees</a>.</p> <p>The tuition fees you pay for each teaching period will depend on the program in which you are enrolled and the number of credit points in which you are enrolled. A standard full-time teaching period enrolment is 40 credit points, however some programs require you to enrol in more or fewer than credit points per teaching period. If you receive an offer for multiple degree programs the tuition you will pay for each program is the tuition fee applicable to the year in which you commence each program.</p> <p>Please note that the fees quoted do not include any special equipment or resources that may be required.</p> <p>Information in relation to late payment of tuition fees or other circumstances in which additional fees may apply can be found at <a href="#">Fees and Charges Procedure</a></p>

### How to accept your offer and pay your 'Total deposit fee':

**Direct online application:** In order to accept your letter of offer to receive your Confirmation of Enrolment (CoE), please proceed to accept and pay and refer to the Respond to Offer page. If applicable, please pay online using your credit card or a bank transfer (telegraphic transfer). If you are paying via bank transfer, please ensure that you upload a copy of the receipt as proof of payment.

# Griffith University conditions of acceptance

## By accepting this offer I declare that:

- I am a Genuine Temporary Entrant and a Genuine Student as defined by the Department of Home Affairs (HA) and confirm that studying the program for which I am accepting my offer is my primary purpose for coming to Australia and I fully understand my obligations as an Australian student visa holder.
- I am academically qualified for the program I am accepting and have, or will have, the English proficiency level required to commence the program.
- The documents that I have provided to support my application are true and correct. I understand that Griffith University reserves the right to withdraw my admission or terminate my enrolment if false or misleading information has been provided.
- I have genuine access to the total funds required, while in Australia, to cover all tuition costs, return airfare, overseas student health cover and living expenses for myself and any dependents (approximately A\$24,505 per year for living expenses for myself).
- I have read and understood the Refund of Fees section which is an extract from [Griffith University's Tuition Fees and Charges Policy](#).
- I have read and understood the Letter of Offer Explained booklet, which provides important information about any non-tuition fees that I may incur, including as a result of having my study outcomes reassessed, deferring my study, fees for late payment of tuition fees, or other circumstances in which additional fees may apply.
- I have read and understood the Griffith University [Student Review and Appeal process](#).
- I have read and understood the [Mandatory COVID-19 Vaccination or Testing Policy](#) and the [Student Mandatory COVID-19 Vaccination or Testing Procedure](#) and agree to abide by the requirements therein.
- As soon as I arrive in Australia and am studying with Griffith University, I will advise the University of my home and mailing address in Australia, my mobile phone number, my email address and who to contact in emergency situations. I will ensure that this information is updated within seven days of any change during my studies.

## By accepting this offer I understand that:

- I am responsible for obtaining a student visa (if required) and to meet the HA Student Visa conditions to permit me to study full-time in Australia for the duration of my study.
- If I supply fraudulent documents or information, the HA will refuse my visa application or cancel my visa if it has already been granted.
- My visa may also be refused if HA is not satisfied that I am a Genuine Temporary Entrant and a Genuine Student or if I do not meet health and character requirements.
- Once I pay my OSHC to Griffith University, my details will be forwarded to Allianz Care Australia, and I agree to enter into and be subject to the terms and conditions of the Allianz OSHC policy, available at [allianzcare.com.au/en.html](http://allianzcare.com.au/en.html)
- The fees quoted in your Letter of Offer are current at the time of issuing your offer. However, tuition fees are increased annually and the tuition fee you will pay is the tuition fee for your program in the year you commence your study. Once you are enrolled in your first teaching period you will be invoiced for any balance owing. The annual tuition fee increase after your commencement year will be no more than 7.0%.

- Griffith University tuition fees are published for each degree program and can be found at [degrees.griffith.edu.au](http://degrees.griffith.edu.au). The tuition fees I pay each teaching period will depend on the program in which I am enrolled and the number of credit points in which I am enrolled. A standard teaching period enrolment equates to 40 credit points, however some programs may require me to enrol in more or fewer credit points per teaching period. If I receive an offer for multiple degree programs, the tuition I will pay for each program is the tuition fee applicable to the year in which I commence each program.
- The fees quoted do not include any special equipment or resources that may be required and that information in relation to late payment of tuition fees or other circumstances in which additional fees may apply can be found in the Fees and Charges Policy Schedule.
- Information in relation to late payment of tuition fees or other circumstances in which additional fees may apply can be found in the [Fees and Charges Policy Schedule I](#).
- I have read and understood the requirements for [achieving satisfactory course progress](#).
- Any reduction in the normal program duration in my Letter of Offer is a result of credit for prior studies.
- If I am a sponsored student, I cannot change my program without receiving prior written approval from my sponsor/scholarship provider and that if I make any alterations to my program during the term of this Agreement which my Sponsor has not agreed to pay, I may have to pay additional fees myself.
- If I am a sponsored student, I understand that I remain liable for all fees, if my Sponsor does not pay them by the date requested by Griffith; and all fees which the Sponsor has not agreed to pay.
- I am responsible for keeping a copy of this Letter of Offer (written agreement), and receipts of any payments of tuition fees or non-tuition fees.

## I authorise Griffith University:

- to release information to my sponsor/scholarship provider (if I am sponsored) relating to my studies, including enrolment details and participation, academic progress, visa information, fees; and my academic results.
- to check details of my migration status (study and/or work entitlements) with the Department of Home Affairs.

## Privacy Policy

Griffith University collects, stores, uses and shares personal information for the purposes of administering student and prospective student admissions, enrolments and education and for the other purposes specified in the University's privacy plan which is available at [griffith.edu.au/privacy-plan](http://griffith.edu.au/privacy-plan). By accepting this offer, you agree that personal information provided by you to the University will be handled in accordance with the University's privacy plan and the laws of the State of Queensland rather than the laws of any other country and you accept that information may be disclosed by the University to third parties including third parties outside of Australia in the circumstances set out in the University's privacy plan. You also acknowledge that the laws of the State of Queensland do not afford you rights to data portability or the right to be forgotten. Information disclosed to third parties may also include details about your compliance with the conditions of your Student Visa and your obligations under Australian immigration laws and to the Tuition Protection Services Director pursuant to obligations under the ESOS Act 2000 and the National Code of Practice 2018. For further information, consult the University's privacy plan which is available at [griffith.edu.au/privacy-plan](http://griffith.edu.au/privacy-plan).





# Refund of fees

(This is an extract from Section 3.6 of the Fees and Charges Procedure)

## 3.6.1 - Overseas Student Health Cover (OSHC)

It is a condition of an international student visa that the student obtains and maintains OSHC for the duration of their time in Australia. To ensure international students meet this visa condition, the University collects the fee for OSHC for the entire duration of a student's visa prior to their commencement. This fee is forwarded to the University's OSHC provider.

Payment of OSHC in excess of the invoiced amount will be allocated to the student's tuition fees for their first trimester or teaching period.

Payment to the University is required prior to the student being issued the Confirmation of Enrolment.

If a student cancels their Griffith University arranged OSHC prior to arrival in Australia they will be entitled to a refund from the University's provider.

If a student cancels their Griffith University arranged OSHC after arrival in Australia they will need to contact the University's provider to request a refund.

Students may arrange their own OSHC for the length of their visa and forward proof of that cover to the University instead of payment. Students who arrange their own health cover should consult their provider about refund provisions in the event of cancellation.

## 3.6.2 - International Study Abroad Program students and incoming Exchange Program students

International students enrolled in a Study Abroad Program must enrol in a minimum of 30 credit points (normally three courses) per standard trimester and are charged a set tuition fee as set out in the Fees and Charges Schedules.

Incoming students enrolled in the Exchange Program under an exchange agreement with an institutional partner are not required to pay tuition fees.

## 3.6.3 - Deposit fee

Students who receive an offer of admission are required to pay a deposit, normally one trimester's fee in advance plus visa length OSHC prior to commencement of studies in order to accept the offer and secure their place. The amount of the deposit required is stated in the University's offer letter.

Students who have been issued a packaged offer and who wish to accept are required to pay the deposit for all components of the packaged offer or the amount stated in their offer letter. Students who are accepting enrolment in more than one degree program may be required to pay a deposit for each degree program.

Throughout their enrolment, students are required to pay the fees for the relevant trimester or teaching period by the census date as prescribed in the [Enrolment Dates Protocol](#). A student who fails to pay the fee in full by the due date may have their enrolment cancelled.

## 3.6.4 - Refund of tuition fees – commencing Student

For the purpose of this section, a commencing student is an international student commencing with the University (including students who have accepted a packaged offer) or an international student enrolled in their first trimester or teaching period in a program at the University. The application fee is non-refundable.

Reason for refund	Refund Payable	Time to pay refund
<b>Provider Default</b>		
The University is unable to provide the program or program does not start on the agreed start date for which an offer has been made	The University will endeavour to offer an alternative program or location, or the student can choose to receive a full refund of pre-paid tuition fees. In the unlikely event that the University is unable to meet these obligations; the Tuition Protection Service (TPS) will assist the student in finding an alternative program or to get a refund if a suitable alternative is not found.	14 days from the date the program ceases to be provided.
<b>Student Default</b>		
The student provides documentary evidence that their application for a visa has been refused.	Refund of any pre-paid tuition fees less an administration charge of \$500 or 5% (whichever is the lesser amount).	28 days after receiving a complete refund application from the student.

Reason for refund	Refund Payable	Time to pay refund
The student is unable to satisfy prescribed conditions stipulated in the University's letter of offer and the University determines the student made a genuine attempt to meet the conditions.	Full refund of any pre-paid tuition fees.	28 days after receiving a complete refund application from the student.
The student withdraws their Acceptance(s) of Offer or cancels their program enrolment in writing at any time prior to the first day of teaching and up until the census date.	Refund of any pre-paid tuition fees less a \$3000 penalty unless the provisions of Section 3.6.11 apply.	28 days after receiving a complete refund application from the student.
The student is granted Australian permanent residency and subsequently withdraws their Acceptance(s) of Offer or cancels their program enrolment in writing at any time prior to the first day of teaching and up until the census date and does not apply for a place and enrol as a domestic student.	Refund of any pre-paid tuition fees less a \$3000 penalty. Refer to Section 3.6.12.	28 days after receiving a complete refund application from the student.
The student cancels their enrolment in a program or takes leave of absence from a program or withdraws from a course for any reason after the census date	No refund unless the provisions of Section 3.6.11 apply.	
The student is found to have provided fraudulent documents or incorrect or misleading information with their application for admission or any other administrative processes.	No refund.	
The University cancels a student in a program due to non-enrolment after the census date	No refund unless the provisions of Section 3.6.11 apply.	



### 3.6.5 - Refund of Tuition Fees – Continuing Student

For the purpose of this section, a continuing student is an international student enrolled in their subsequent period of study at the University.

Reason for refund	Refund payable	Time to pay refund
<b>Provider Default</b>		
Griffith University ceases to provide the program for which an offer has been made after it has started, but before it is completed by the student.	The University will endeavour to offer an alternative program or location, or the student can choose to receive a full refund.	14 days from the date the program ceases to be provided.
<b>Student Default</b>		
The student provides documentary evidence that their subsequent application for a visa has been refused	Refund of any pre-paid tuition fees less an administration charge of \$500 or 5% (whichever is the lesser amount).	28 days after receiving a complete refund application from the student.
The student cancels their enrolment in the program or requests leave of absence from the program, and written notification is received from the student prior to the commencement of trimester.	Full refund of any pre-paid tuition fees.	28 days after receiving a complete refund application from the student.
The student cancels their enrolment in the program or requests leave of absence from the program, and written notification is received on or after the first day of teaching and prior to the census date.	Refund of any pre-paid tuition fees less a \$3000 penalty unless the provisions of Section 3.6.11 apply.	28 days after receiving a complete refund application from the student.
The student is granted Australian permanent residency and subsequently cancels their enrolment in writing at any time prior to the first day of teaching and up until the census date and does not apply for a place and enrol as a domestic student.	Refund of any pre-paid tuition fees less a \$3000 penalty. Refer to Section 3.6.12.	28 days after receiving a complete refund application from the student.
The student is excluded from the University for failing to satisfy academic progress requirements.	All fees paid in respect of the teaching period from which the exclusion takes effect are refundable.	28 days after receiving a complete refund application from the student.
The student's enrolment is cancelled for non-payment or partial payment of fees by the due date and payment is subsequently received, but it is so late in the teaching period that reinstatement of enrolment is denied on academic grounds.	Full refund of any pre-paid tuition fees or the payment applied against the fees for the next teaching period.	28 days after receiving a complete refund application from the student.
The student cancels their enrolment in a program or takes leave of absence from a program or withdraws from a course for any reason after the census date.	No refund unless the provisions of Section 3.6.11 apply.	
The University cancels a student in a program due to non-enrolment after the census date.	No refund unless the provisions of Section 3.6.11 apply.	
The student breaches their student visa conditions, and their student visa is subsequently cancelled by the Department of Home Affairs.	No refund	
The student is found to have provided fraudulent documents or incorrect or misleading information and the student is subsequently cancelled for student misconduct.	No refund	
The HDR candidate (enrolled in the PhD or MPhil) withdraws from the program, submits a thesis, requests a period of leave of absence, or candidature lapses.	Refund on a pro-rata basis.	

### 3.6.7 - Refund conditions for Off-shore Programs

The University reserves the right to apply specific and different fee refund conditions to students enrolled in offshore and online programs. Any such specific and different fee refund conditions will be outlined in the offer letter.

### 3.6.8 - Program Transfer

If the student transfers from one program to another, the student is liable for the tuition fee related to the new program. Where the student has already paid the tuition fee for the first program, and the new program has a higher tuition fee, the student must pay the additional tuition fee. Where the new program has a lower tuition fee, any tuition fees in credit will be credited towards the remaining tuition fees or refunded as provided in Section 3.6.4 and 3.6.5.

### 3.6.9 - Withdrawal from Course

If the student withdraws from a course but does not withdraw from the program, and the withdrawal is affected prior to the census date, the tuition fee for that course will normally be credited towards the remaining or future tuition fees.

Alternatively, on application from the student, approval may be given for the tuition fee to be refunded except where the amount is part of the initial deposit paid as specified in the Offer Letter. In this instance, the credit will be held in the student account and applied to future tuition or until the student withdraws from the program, then Section 3.6.5 applies as necessary.

### 3.6.10 - Withdrawal from course on granting of academic credit

If a student receives credit for a course in which they are enrolled, the full tuition fee paid by the student for that course will be treated according to Section 3.6.4 and 3.6.5, even if notification of credit approval is received after the census date.

### 3.6.11 - Withdrawal in Compassionate Circumstances - Grounds for Refund

Withdrawal in compassionate circumstances may be accepted as grounds for a full or partial refund of tuition fees. Compassionate circumstances may include but are not limited to:

- serious illness or disability which prevents the student from being able to study; or
- death of a close family member (parent, grandparent, sibling, spouse or child); or
- political or civil event or natural disaster which prevents payment of fees.

These reasons may be accepted as grounds for a full or partial refund of fees for any of the scenarios prescribed in Section 3.6.4, 3.6.5 and 3.6.6, provided that adequate documentary evidence is provided to support the application for a refund. The student may also be eligible for withdrawal without academic penalty.

### 3.6.12 - Permanent Residency

If a student provides evidence of becoming a permanent resident of Australia prior to their commencement of study in the program and they subsequently apply for a place as an Australian resident student either as a Commonwealth Supported Student or a fee-paying student through the normal processes the offer of an international student place will be withdrawn, and all tuition fees will be refunded.

If, after commencing study in the program, a student obtains permanent resident status in Australia and provides evidence of permanent resident status prior to the census date, the student will be provided with either a Commonwealth

Supported Place or a domestic fee-paying place through the normal admission processes. The student will be eligible for a refund of the difference between the fee as an international student and the fee for a domestic student for the period of study in which the residency status changed.

If a student obtains permanent resident status after the census date, the student will not be eligible for a full or partial refund of tuition fees paid for the period of study in which the residency status changed. On continuing their enrolment in the next period of study, the student will be provided with either in a Commonwealth Supported Place or a domestic fee-paying place through the normal admission processes.

The above processes also apply to an international student who becomes a New Zealand citizen during the course of their study.

### 3.6.13 - Remittance of Refund

Active students must use the [Refund of Fees online form](#) and attach any required supporting documents. If the online form is unavailable due to the student no longer being active the manual [Refund Form](#) can be submitted with any required supporting documents.

In the event that the information provided in the refund application is not complete and further information is required, the processing timeline will not commence until the requested information has been submitted.

All refunds for which students are eligible, with the exception of refunds arising from withdrawal due to special circumstances will be

- Refunded to the student via the original payment method where possible to the student's home country, less any costs associated with the refund process; or
- Upon application by the student, if the student is approved to transfer to another Australian education institution, subject to the receipt of documentary evidence from the education institution regarding the student, including the Letter of Offer and Confirmation of Enrolment, payment may be made to the student's Australian bank account.

An application by a student for a refund to be paid to them at an Australian address will only be considered if evidence is provided that the fees were paid from an Australian bank account or if there are exceptional circumstances.

Student refunds are normally paid to the person or organisation which originally paid the fees unless documentary evidence is available to justify payment to a third party. Student refunds are not paid to Agents.

Refunds cannot be paid until the University is in receipt of the monies into its account as cleared funds.

Any debts to the University must be paid in full or the outstanding amounts will be deducted from the refund which is due.

### 3.6.14 - Review of the Refund Assessment Decision

If a student is dissatisfied with the refund decision, the student may forward an application for review of the decision to the Deputy Director, Griffith International, using the [Review of a Decision form](#) in accordance with the [Student Review and Appeals Policy](#) and [Student Review and Appeals Procedures](#). The decision of the Deputy Director, Griffith International is final.

**Note: This written agreement, and the right to make complaints and seek a review of decisions and action under various processes, does not affect the rights of the student to take action under the Australian Consumer Law if the Australian Consumer Law applies.**