

TRIMESTER 3 2020 AGREEMENT TO PAY TRIMESTER FEE VIA INSTALMENTS

Student Name	Surekha Vitthal Gaikwad
DOB	28/05/1988
Student Number	AZZ30345
Course	HIMBA - Master of Business Administration
Pay Now Receipt #	

HOLMES
INSTITUTE



I agree to pay the total semester fee of \$ 8400 to Holmes Institute Pty Ltd, I acknowledge the following terms

1. I will be enrolled in 4 subjects for the semester commencing 09/11/2020.
2. At the time of signing this agreement, I have made the initial minimum first payment of one subject's tuition fees, \$250 enrolment fee, and the \$220 administration fee to accept the payment plan. I have also paid any outstanding administrative fees or other charges from previous trimesters.
3. I understand that if I do not follow the agreed details of my payment plan, I risk the availability of the payment plan in future semesters, having my enrolment lapse, my Blackboard access removed, my COE cancelled, I will not be eligible to sit the final assessments and my results for the semester will be withheld.
4. I agree that I will update my contact details via LUNA should my address, phone, or email change.

Minimum payment schedule

Full payment of all subjects prior to subject selection via LUNA -- NO FEE.

If paying via instalments:

- 1 subject minimum fee must be paid before subject selection + **\$220 administration fee**
- Remaining subject(s) fees must be paid as follows
 - Second Subject fees due by 03 December 2020
 - Third Subject fees due by 06 January 2021
 - Fourth Subject fees due by 04 February 2021

Please note all fees must be cleared on **04 February 2021**.

Failure to pay your full trimester fee by the agreed dates will result in further action being taken as noted in item 3 above.

I understand that should I accept the above payment plan offered by Holmes Institute, I am required to fulfil all payment obligations should I voluntarily withdraw from my studies, I understand the full semester fee and any late fees I incur shall be paid in full in the event that I fail to complete the semester.

I also understand that while I have outstanding tuition or late payment fees, I will not be able to request official Holmes' documents, including but not limited to, transcripts, certificates, reference letters and holiday letters.

Signed and agreed by student Surekha Gaikwad
(01/11/2020) Date / /

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