

Application for Documents

Documents may take up to 7 working days
 unless notified otherwise

PERSONAL DETAILS					
Student Id Number	<input type="text"/>	Family Name	<input type="text"/>		
Given Name(s)	<input type="text"/>				
Email	<input type="text"/>				
Address	<input type="text"/>			Post Code	<input type="text"/>
Program Enrolled (please circle)	ELICOS	Senior Secondary	FSP	Higher Education Programs (HEP)	
Date of Birth	<input type="text"/>		Daytime Telephone	<input type="text"/>	
Student Signature	<input type="text"/>			Date	<input type="text"/>

LETTERS – No Charge	TESTAMUR/ CERTIFICATE/STATEMENT – Fee noted below
<input type="checkbox"/> Letter to Confirm Address <input type="checkbox"/> Letter to Confirm Study at Eynesbury <input type="checkbox"/> Letter for Parent Visit to Australia Father's Family Name _____ Given Name _____ Date of Birth ____/____/____ Mother's: Family Name _____ Given Name _____ Date of Birth ____/____/____ <input type="checkbox"/> Other: _____ _____ _____	<input type="checkbox"/> HEP/FSP Graduation Testamur \$30.00 <input type="checkbox"/> ELICOS Completion Certificate \$10.00 <input type="checkbox"/> Official Transcript of Academic Record (End of course Report) \$10.00 <input type="checkbox"/> Statement of Attainment * \$10.00 <input type="checkbox"/> Report 1 – FSP \$10.00 <input type="checkbox"/> Report 2 – FSP \$10.00 <input type="checkbox"/> Report 3 – FSP \$10.00 <input type="checkbox"/> HEP & FSP Graduation CD \$10.00 <small>* All Certificate students will receive a Statement of Attainment. HEP students will only be issued a Statement of Attainment upon request.</small>
	COURSE INFORMATION BOOKLET(S)
	Title _____ _____ <input type="checkbox"/> _____ \$10.00

INSTRUCTIONS FOR COLLECTION

<input type="checkbox"/> Collect from Student Services NOTE: If any items remain uncollected after 7 working days it will be mailed to the postal address noted above.
<input type="checkbox"/> Emailed as an attachment to email address (The attachment will be in Adobe Acrobat PDF format.)
<input type="checkbox"/> Australia Post (to postal address above) - Express Post \$20.00 (Interstate)
<input type="checkbox"/> TNT Courier Service (to postal address below) \$30.00 (International only)
<input type="checkbox"/> Postal Address _____ _____ <div style="text-align: right;">Post Code _____</div>
Contact Phone Number (International Courier only): _____

OFFICE USE ONLY	Payment Details	Date	Total paid \$
	_____	____/____/20____	_____
	Student Notified	Date	
	_____	____/____/20____	