



# Attention All Second Semester Students!

## Second Semester Fees 2005

**Tuition fees for Second Semester are now overdue**, and we require the outstanding amount to be paid **promptly**. If your account remains unpaid we may be forced to remove your current enrolment(s).

**The Change of Course Period for Second Semester ends on Friday 29 July 2005.** After this time a late enrolment fee of \$50 per course may be applied to late enrolments.

### The Consequences of being deleted from Courses

You should note that if you have been deleted from your courses you will not have access to the Library and certain University online facilities, such as Cecil. You will also not have access to official examination results or be able to enrol for future trimesters or semesters. Reinstatement to courses will take place once full payment of fees is made and it can take up to seven days for full reinstatement to be completed. A reinstatement fee of \$25 per term will be charged, and must be paid prior to reinstatement taking place.

### You can pay your fees:

- ❑ by EFTPOS (Please note that daily limits may apply), cheque or credit card, at the Cashier's Office, Room 112 of the ClockTower, 22 Princes Street; or
- ❑ by mailing your payment to: Student Financials, Student Administration, University of Auckland, Private Bag 92019, Auckland; or
- ❑ by Online payment, log in using your netID and password at <http://ndeva.auckland.ac.nz>, select the 'Financial Services' link on the left-hand menu and then select 'Pay your Account'. This will take you to the Direct Payment Solutions website where you can complete the payment process.

### If you are expecting your fees to be paid in one of the following ways, you must take the action indicated below:

- ❑ by student loan, contact StudyLink, phone 0800 88 99 00. Student Loan applications generally take 3 weeks to be approved, and can only be approved once StudyLink has received a valid contract and associated documentation. **You must apply for a new loan for each year you study.** It is your responsibility to make sure your loan is approved for fee payment before the deadline. **Please be aware that a student loan cannot reimburse you subsequently if you choose to pay your fees now yourself.**
- ❑ by University of Auckland scholarship, contact the Student Financials Office, Room 108 of the ClockTower, 22 Princes Street or call (09) 3737599 ext. 84422.

**If your fees are to be paid by your employer, a trust, agency, external scholarship or other benefactor, you are still responsible for ensuring that the amount that is due on your invoice is paid on time.** You may need to pay the fees yourself and then make an arrangement with your employer or any other body paying your fees to reimburse you for the sum you have paid. This also applies to external scholarships and University staff applying for fee remission.

If you have any questions about the amount owing, please e-mail us as soon as possible at [fees@auckland.ac.nz](mailto:fees@auckland.ac.nz), stating the nature of your query. Alternatively, you can call into the Student Financials Office, Room 108 of the ClockTower, or call us on (09) 3737599 ext 84422.