



## APPLICATION FOR FAMILY TUITION FEES ASSISTANCE

(refer to Tuition Fees Policy for details on who is eligible, please complete a new form for each semester)

<b>Name:</b>			
Staff Member (Family name )		(First name)	
<b>Staff ID:</b> (If applicable)		<b>Contact No:</b>	
<b>Date:</b>		<b>Email:</b>	
<b>School/Service Group:</b>			
Position			
Fulltime:	Part-time	No. of hours	
<b>Name of family member enrolling at Unitec</b> (if appropriate)	(Family name)	(First name)	<b>Student ID No:</b>
<b>DETAILS OF PLANNED COURSE</b>			
<b>Course of study:</b>		<b>Duration of Study:</b>	
		S1 S2	
<b>Area of study - School:</b>		<b>Total Semester Cost: \$</b>	
<p><b>Persons closely associated with Unitec</b> This course of study is for a person closely associated with Unitec as defined in the Tuition Fees Assistance Policy. Note: A 25% reduction in tuition fees is available to a person closely associated with Unitec. Discount cannot exceed \$1500 per annum. Reduced tuition fees will be applied on a semester by semester basis.</p>			
Association with Unitec:			
<b>Staff Name</b>		<b>Signature</b>	
<b>Position title</b>			
<b>Cost Centre Manager Name</b>		<b>Signature</b>	
<b>HR Business Partner Name</b>		<b>Signature</b>	
<p><b>Attach any supporting documents to this application which may be relevant for approval</b> e.g. funding schedule, evidence of enrolment confirmation, relevant receipts, evidence of successful study completion</p> <p>Please send the completed signed form to: <a href="mailto:human.resources@unitec.ac.nz">human.resources@unitec.ac.nz</a></p>			