



**EXCELSIA
COLLEGE**
– Sydney –

Administration Fees

FEE TYPE	AMOUNT
Course Application Fee (non-refundable)	\$150
Late Enrolment Fee	\$100
Late Variation to Enrolment Fee	\$50
Request for Transcript Fee (plus postage costs)	\$45
Request for Replacement Testamur (plus postage costs)	\$120
Fee for entering into Deferred Payment Contract	\$200
Late Fee for missing an agreed payment	\$50
Reissue of Financial Records Fee	\$50 (current year) \$150 (previous years)
Course Withdrawal Fee	\$500
Student Access Card (Student ID Card) Replacement	\$50
Proof of Enrolment Letter	\$10
Library resources Late Return Fee per resource	\$1 per day – Max \$50 before borrowing rights are suspended.
Late Return Fee (on Closed Reserve Items, per resource)	\$20 per day – Max \$200 before borrowing rights are suspended.
Processing fee for replacement of resources	\$20
Replacement cost for lost or damaged resources	Replacement cost
Re-issue of financial records (current year / previous year)	\$50 / \$150
Other fees may apply in relation to excursions or work placements. Estimated costs will be provided and are to be met by students.	TBA