



**EXCELSIA  
COLLEGE**  
– Sydney –

## Administration Fees

<b>FEE TYPE</b>	<b>AMOUNT</b>
Course Application Fee (non-refundable)	\$250
Late Enrolment Fee	\$100
Late Variation to Enrolment Fee	\$50
Request for Transcript Fee (plus postage costs)	\$50
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
Other fees may apply in relation to excursions or work placements. Estimated costs will be provided and are to be met by students.	TBA