

Payment Plan Agreement



Student Details

Student/Sponsor SMS ID _____
Name _____
Address _____
Phone _____

Details of Your/Guarantor Bank Account

BSB Number _____
Account Number _____
Banking Institution _____
Branch _____
Account Holder Name _____
Total Amount Outstanding _____
Less Deposit _____
Start Date _____
Finish Date _____
*Direct Debit Amount _____
Frequency Weekly Fortnightly Monthly
*Number of Payments _____

*Please note that Direct Debits are processed on Wednesdays, Thursdays and Fridays only. Please ensure that sufficient funds are available in the designated bank account on the day that the direct debit occurs, as charges may be incurred from your banking institution.

I certify that the above information is correct at the time of submitting this agreement with Goulburn Ovens Institute of TAFE (GOTAFE). I consent that the above Payment Plan Agreement is an acceptable resolution and I will continue over the term of this agreement to maintain my payments.

In the event that a payment is defaulted over two occurrences than the Institute will initiate debt collection procedures and the cost of such procedures will be my responsibility.

I acknowledge that I am responsible for the full payment of this debt and if this debt is not fully paid by the due date, the Institute will initiate debt collection procedures and the costs of such procedures will be my responsibility.

In the event that your circumstances change or you require an amendment to this payment plan a new Payment Plan Agreement will need to be completed and returned to GOTAFE:-

Signature(s) _____	Date _____
If debiting from a joint account, all signatures are required _____	Date _____
If student under 18, signature of their Guardian is required _____	Date _____
Guarantor Full Name _____	Date _____
Guarantor Signature _____	Date _____

GOTAFE Office Use Only

Approving Officer _____ Signature _____ Date _____

PRIVACY COLLECTION NOTICE

Goulburn Ovens Institute of Technical and Further Education (GOTAFE) (ABN 33 549 081 413) is collecting your personal information for the purpose set out above. If you don't provide your personal information, we may not be able to process this request. We use, disclose and handle your personal information in accordance with our Privacy Policy, and will only collect personal information that is relevant to, and necessary for, this request. We will not disclose your personal information to a third party for any reason other than for the primary purpose that it was collected, unless for a lawful secondary purpose. GOTAFE's Privacy Officer may be contacted for any enquiries or advice on privacy matters or to seek access to and correct personal information. Contact details are contained in the Privacy Policy