

FEE200 – VET THIRD PARTY SPONSORSHIP OF FEES

PURPOSE OF THIS FORM

The purpose of this form is to enable a Third Party, or like, to sponsor a student's fees. This means the Third Party will be liable for the fees incurred by the student, in a specific year and/or teaching period.

IMPORTANT INFORMATION FOR A THIRD PARTY SPONSOR

- This form is only valid for 2025. You will need to complete a new form for each year
- An email address must be supplied by the Third Party. Invoices will be sent to the specified email provided on the form
- By completing and returning this form to Batchelor Institute, the Third Party agrees to sponsor the students listed on this attachment
- If the student has a pre-existing debt with Batchelor Institute, any form of AQTF certification will not be available until the pre-existing debt is also cleared
- To cancel this sponsorship agreement, written revocation is required by Batchelor Institute and should be forwarded to studentfees@batchelor.edu.au
- Cancellations will be processed for the following teaching periods. Example: If a cancellation request is received in Teaching Period 2, the request will be valid from the following Teaching Period (TP 3) onwards.
- Batchelor Institute will invoice the Third Party in June and December of the specified year. This amount will be a total of all of the students sponsored under the same Third Party/Employer.

RETURN TO

Please return this form to studentfees@batchelor.edu.au for processing.

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SECTION 1 – BUSINESS DETAILS

I/We agree to pay Batchelor Institute the fees (tuition and/or RPL) associated with the below students: (Please attach a separate list if space is insufficient)

| | |
|------------------|------------------------------|
| Business Name | Authorising Officers/Manager |
| Department | Contact Email |
| Postal Address | Position |
| City/Suburb | Signature |
| ABN | Date |
| Email invoice to | |

SECTION 2 – COURSE INFORMATION

| Student No | Surname | Given Name | Course Code | Course Name | All of 2025 | TP1 | TP2 | TP3 | TP4 |
|------------|---|------------|-------------|-------------|-------------------|-----|-----|-----|-----|
| Optional | I, the named student above, authorise my course progression details and/or results to be released to the Third Party specified on this form | | | | Student Signature | | | | |
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BACHELOR INSTITUTE OFFICE USE ONLY

Student Administration

Name and Date

Division

Signature

Email Address

Division ABN

Sponsor Code

Phone

Sponsor Name

This information will be collected and stored and used at Batchelor Institute in accordance with the Information Privacy Principles set out in the *Northern Territory Information Act*. If you have any queries regarding storage and collection of your information, please refer to the Institute's Privacy Statement www.batcheloredu.au/privacy-statement or contact the Institute at privacyofficer@batchelor.edu.au or phone (08) 8939 7345.