

INTENTION TO ACCEPT & FINANCIAL DECLARATION FORM

To be submitted before payment is made to Box Hill Institute. Please complete this checklist and provide requested evidence.

APPLICANT DETAILS			
Title:			
Family Name:			
Given Name:			
Date of Birth:		Nationality:	
Course/s name:			
Agent name and branch (if applicable):			

Letter of Offer		
Have you met all of Box Hill Institute's admissions conditions?	Yes ()	No ()

Offer Acceptance	
Have you completed all the fields on the Student Agreement?	Yes () No ()
Do you agree that the course you are accepting is the same course that is being offered:	Yes () No ()

FUNDS REQUIRED

Funds required need to be for the first year of the principal/degree course and living costs only.

Expenses	Per Person	Funds Required (in AUD)	Funds required in local currency Use www.xe.com for current exchange rates
Travel	Applicant (<i>one return airfare to Australia</i>)		
	Family members (<i>one return airfare to Australia per person</i>)		
Tuition	Applicant (<i>course fees – annual tuition fee</i>)		
	School age children (5-18 yrs)	\$9,661 per year	
Living	Applicant:	\$24,505 per year	
	Partner	\$8,574 per year	
	First Child	\$3,670	
	Each Other Child	\$3,152	
Health Insurance	(Visa length cover as listed on offer letter). If you are bringing your partner or partner and children, please check the applicable visa-length premium at www.bupa.com.au	\$ _____ visa length cover	
Total Funds Required		\$	

For further information, please visit Department of Home Affairs website: www.homeaffairs.gov.au

Details of bank deposits

Funding source <i>e.g. bank loan, government sponsored, family</i>	Relationship to applicant (if any)	Bank name <i>(if applicable)</i>	Account type <i>(if applicable)</i>	Current balance in local currency
	Total funds available: \$			

Source of Funds:

You are required to provide certified evidence in both the original language, and a version in English, of your source of funds for the total amount above.

- Bank statements or deposit certificates
- Financial statements
- A signed undertaking from a private sponsor that includes an explanation of the relationship between the applicant and sponsor and evidence of financial capacity.
- Proof of relationship documents, photo ID and signature of sponsor are required.
- A signed undertaking from a scholarship provider detailing the value and conditions of the scholarship
- Documentation of a loan from a recognised financial institution.
- Evidence should include:
 - Loan confirmation letter
 - Evidence that the funds have been deposited/dispensed.

Applicant declaration:

I declare that I have a genuine intention to study the course for which I have applied, and that I have access to sufficient funds to cover tuition fees, living expenses and travel expenses for the duration of my studies and to support my dependants as declared in this document.

Applicant signature

Applicant name

Date: / /

Agent declaration (if applicable)

I confirm that I have verified the above mentioned applicant's financial documents and I am satisfied that this "Applicant Financial Declaration Form" contains the correct information and has been signed by him/her in my presence. I am further satisfied that he/she possesses access to the funds detailed above and that these funds are genuine and to be used solely to pay for the intended course.

Agency name:

Agency staff member name:

Agency staff member signature:

Date: / /

For Office Use only:

Approved: _____

Not Approved: _____