

2025 Special Processing and Service Fees

Attachment B

	2024 Fee \$AUD	2025 Fee \$AUD	Changed / New	% Change
Rectification and Reinstatement Fees				
Reinstatement (following cancellation of enrolment, in addition to late payment of fees where applicable)	275	285	Changed	3.6%
Study Abroad	POA	POA		
Award Issue Fees - (As an addition to the complimentary copy provided upon graduating)				
Application for Degree by Incorporation	234	244	Changed	4.3%
Re-issue of Curtin Award	148	156	Changed	5.4%
Re-issue of WAIT Award	148	156	Changed	5.4%
Issue of a True Copy of Award	148	156	Changed	5.4%
Change of student details on award <i>e.g.</i> name after conferral date (student omission)	148	156	Changed	5.4%
Granting of Intermediate Award*	265	279	Changed	5.3%
Graduation Ceremony Fees				
Additional Ticket (if available) – Bentley ceremony - per seat	47	48	Changed	2.1%
Late Registration Fee	182	192	Changed	5.5%
Exceptional Circumstances Registration Fee	182	192	Changed	5.5%
Other Fees				
Payment Plan Establishment fee **	105	110	Changed	4.8%
Professional Profile Imagery ***	16	16		

Key

* OUA students are exempt from this fee.

** **Payment Plan Establishment Fee** – Applicable to full fee-paying students (i.e., international students), the Payment Plan Establishment fee will assist with the ongoing management of applications. With an increasing number of non-genuine applications requiring significant manual intervention, the new management strategy supported by an establishment fee, will assist with workload management, ensuring the prioritisation of genuine applications. Benchmarking of other universities (specifically Murdoch University and University of NSW) indicate administrative charges are applied for payment plans.

*** **Professional Profile Imagery Fee** – Responding to demands for professional profile photos (for university related and social media promotion), the professional profile imagery fee will offer reimbursement for services provided, ongoing maintenance of required equipment and relevant training for staff. Implementation of the Professional Profile Imagery fee and expanding our current services catalogue, allows us to grow and adapt to current demands, as well as offering outstanding service through continuous improvement.