

## Commonwealth Assistance Notice Reprint Request Form

Please print your details clearly. Payment details must be completed or payment (cheque/money order) attached, for this request to be processed. Payment is not required when a re-print is for the current semester's Commonwealth Assistance Notice (CAN).

Full Name (at time of study):

Student ID Number:

Year Last Enrolled:

Date of Birth

Request for CAN from Year/Semester

Signature of Student: _____ Date: _____
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Current Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Email Address:

\_\_\_\_\_

Phone No:

\_\_\_\_\_

Please tick this box if the details shown above are to be used for future contact by the University.

### Delivery

- Please phone me when it is available for collection at the Student Centre
- Please fax my transcript to the following Institution (**NB: We only fax to Educational Institutions.**)

**Institution:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

Please post to:

My current address (as above)

An alternate address: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### Payment Details

Australian Government Higher Education (CRICOS) Registered Provider numbers:  
University of Canberra #00212K;

The University charges AUD 60.00 per Commonwealth Assistance Notice re-print. There is an additional charge of AUD 5.00 to have the Notice be posted within Australia, AUD 10.00 for International postage. You may enter your credit card details on this form, or attach a cheque or money order made out to the University of Canberra.

Requests are processed in the order in which they are received and normally processed within ten working days.

**Urgent Treatment Service**

If you require your re-print to be processed promptly an urgent service is available at an additional cost of \$15 (domestic postage) and \$30 (international postage). Urgent treatment service requests are normally processed within one working day and are sent by Australian Post - Express Post or Express Post International.

<b>Commonwealth Assistance Notice (re-print)</b>	<b>\$60.00 each</b>	
<i>Please select one of the following</i>		
<b>Domestic Post</b>	<b>\$5.00</b>	
<b>International Post</b>	<b>\$10.00</b>	
<b>Educational Institution Fax</b>	<b>\$5.00</b>	
<b>Urgent Treatment Service - Domestic</b>	<b>\$15.00</b>	
<b>Urgent Treatment Service – International</b>	<b>\$30.00</b>	
<b>Collection at Student Centre</b>	<b>FREE</b>	
	<b>TOTAL</b>	

**Credit Card Details**

Visa     Mastercard     Bankcard     American Express

Card Name: \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_ Date: \_\_\_\_\_

**Post to:** Student Centre, University of Canberra, ACT, 2601  
**Fax to:** ATTN: Student Centre, +61 (0)2 6201 2112

*Personal information collected on this form is used in accordance with the Privacy Act 1988  
 All amounts are in Australian Dollars only.*