



If you studied in a **HECS** place in 2004 (or earlier), and you have a Commonwealth supported place now, you **may** be eligible to pay a lower rate of fees for your current course. This will only apply if your previous study and your current study are at the same "level" (eg. both courses are undergraduate degrees, or both are postgraduate).

### **Prior study at Monash University**

You only need to complete a "Pre-2005 CSP form" (see **Important Note** below).

### **Prior study NOT at Monash University**

You must complete the "Pre-2005 CSP form" (see **Important Note** below), **and** supply proof of your pre-2005 HECS status from your previous university. The student services area of your previous university may provide you with a letter for this purpose which states:

- the name of your course, **and**
- what year/s you studied (or completed) your course, **and**
- whether you were in a HECS place in that course.

If you cannot obtain a letter from your previous university you may submit other documentation but it **must cover all 3 points**. For example, a past HECS Liability Notice from your university (dated after the units' census date) may be sufficient.

**Note:** Supplying a HECS statement from the Australian Taxation Office is not sufficient as it does not specify what course the HECS debt relates to. Similarly, an academic transcript will show the course details but will not state that the course was undertaken via HECS and is therefore not suitable for assessing your eligibility.

**It is your responsibility to obtain sufficient documentation and to lodge it prior to your units' census date. Monash University cannot obtain information on your behalf.**

### **Important Note**

To be assessed for the lower rate you must complete a "Pre-2005 Request for Commonwealth support and HECS HELP" form. This is a (green) hardcopy form which should be attached to your documentation. Do NOT attach a printout of any CSP form you may have already completed via the Web Enrolment System (WES). This is not the same form.

### **Forms and Lodgement**

Pre-2005 CSP forms can be obtained by visiting a Student Service Centre on any campus or by phoning +61 3 9902 6011. Completed forms must be lodged prior to your unit's census date at any Student Service Centre or sent to Enrolments, Building 3C, Monash University VIC 3800.

### **Special information for students in Education or Nursing courses.**

The federal government has not permitted any fee increase for Commonwealth supported students undertaking education or nursing **units**. Therefore, if you are an Australian citizen or the holder of a permanent Humanitarian Visa and **all** your units are in either of these two fields, you are already paying the lower rate and do not need to apply, or be assessed, as a pre-2005 student. Education or nursing students who hold an Australian Permanent Resident Visa are subject to other conditions and should still apply for pre-2005 status if applicable.