

SAMPLE LETTER ONLY – NOT FOR  
OFFICIAL USE

<student name>  
<street number & name>  
<suburb, state & postcode>

**Confirmation of prior PELS liability**

**Student ID:**

**Date of Issue:**

**Student Name:**

This is to verify that the above named student commenced the <Course Name> on <Commencement Date> and incurred debt with the Australian Tax Office under the Postgraduate Education Loans Scheme (PELS) prior to 2005 at Monash University.

<b>Course Name</b>	<b>Course Status</b>	<b>Date</b>
<Course Name>	<Course Attempt Status>	<Status Date>

**Terry Hogan**  
**Manager, Client Services**