

# IELTS PAYMENT FORM



## LANGUAGE CENTRE

This form is for students wishing to pay **offline** for the IELTS test. Offline payments can be made by Visa, Mastercard or bank cheque/ Australian Money Order (available from any Australia Post) made payable to the University of Newcastle.

Alternatively, payment can be made **online** only by credit or debit card (excluding American Express & DINERS) - see <https://my.ieltsessentials.com>

Please note: Online applications will only be confirmed after payment has been made (either online or offline).

### 1 PERSONAL DETAILS

First name: \_\_\_\_\_ Surname: \_\_\_\_\_  
Street: \_\_\_\_\_ Suburb: \_\_\_\_\_  
State: \_\_\_\_\_ Postcode: \_\_\_\_\_ Phone number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### 2 REASON FOR IELTS APPLICATION

Access to education (\$375 GST-free)

Membership of a professional or trade association (\$375 GST-free)

Registration or licensing for a particular occupation (\$375 GST-free)

Employment (\$375 GST-free)

Immigration – Skilled Migration for any of the above (\$375 GST-free)

Other - including other categories of immigration (\$412 GST inclusive)

IELTS Test Date: \_\_\_\_ / \_\_\_\_ / 20 \_\_\_\_

### 3 TRANSFER AND REFUND DECLARATION

I understand that:

1. Cancellations must be lodged with 5 weeks' notice.
2. A 25% administration fee will be deducted from approved IELTS Refunds.
3. There is no refund when cancelling the test within 5 weeks.
4. There is a transfer fee of \$60 to change my test date with 5 weeks' notice.
5. It is not possible to transfer the test date within 5 weeks.

### 4 PAYMENT DETAILS

Payment type:    Mastercard    Visa    Cheque    Money order (Cheque/money order made payable to University of Newcastle)

Cardholder's name: \_\_\_\_\_ Card number: \_\_\_\_\_

Expiry date: \_\_\_\_ / 20 \_\_\_\_    CCV: \_\_\_\_\_    Total amount of payment: \$ \_\_\_\_\_

Signature: \_\_\_\_\_

Please return this form via email at [ielts@newcastle.edu.au](mailto:ielts@newcastle.edu.au) or in person to:  
**Newcastle Campus (Callaghan)** The Language Centre Building, The University of Newcastle, University Drive, Callaghan NSW 2308

If you have any questions regarding your application, please contact IELTS Administration on:



(02) 4921 7183



(02) 4921 7068



[ielts@newcastle.edu.au](mailto:ielts@newcastle.edu.au)