

STUDENT REQUEST FORM

This form is to be used for students who wish to apply for credit after commencement/ replace student ID cards/ payment for lost swipe access cards. Return this completed form via email to enrolments@jcub.edu.au or in person at 349 Queen St, Brisbane QLD 4000

Please print clearly in BLOCK letters. Tick boxes where appropriate.

1 PERSONAL DETAILS

Student number (if known):

Title: Given names:

Family Name:

Previous name (if applicable):

Date of birth (dd/mm/yyyy):

Email address:

Telephone:

Student Signature:

Date (dd/mm/yyyy):

NOTE: We will only accept handwritten signatures or electronic (digital) signatures that contain an image of the handwritten signature of the person signing.

2 REQUEST DETAILS

Application for Previous Study - \$20

Include Application for Credit and scanned copies of original transcripts with payment form.

Replacement Student ID Card - \$15

Go to the Student ID card portal to upload a photograph, or indicate in the body of your email that you would like your existing photograph to be used. Your card will be ready for collection from Student Services after 3-5 working days.

Lost swipe access card - \$25

3 PAYMENT DETAILS

Please charge my card for the following amount AU\$:

Visa Mastercard

Card number:

CCV: Expiry date (mm/yy):

Cardholder's name:

Cardholder's signature:

NOTE: We will only accept handwritten signatures or electronic (digital) signatures that contain an image of the handwritten signature of the person signing.

4 RETURN & COLLECTION DETAILS

Please return this completed form via email to enrolments@jcub.edu.au or in person at 349 Queen St, Brisbane QLD 4000

Any correspondence regarding your request will be emailed to your JCU email address.