

## Extension of Time Application

### Tuition Fees – Trimester 1 2026

(International Students)

Please complete **ALL** sections of this form.

STUDENT DETAILS	
<b>Full Name</b>	
<b>Student Number</b>	
<b>Program</b>	
<b>Amount due</b>	

Fee payment extensions may be approved for international students who are experiencing financial hardship due to extenuating circumstances. A maximum period of six weeks will be granted for approved applications. **The extension due date for Trimester 1, 2026 is 10 April 2026.** No further extensions will be granted beyond this date.

If you are an international student applying for an extension of time, you must meet the following conditions:

- you have genuine circumstances which have impacted on your ability to pay tuition fees by the due date
- you are enrolled in a full-time load for the current study period or have an approved Reduced Study Load (on campus students only)
- you do **not** have an outstanding debt from a previous study period
- you can provide evidence of your ability to pay fees in full by the extension due date
- you have paid the \$200 administration fee by contacting Financial Services - (07) 4631 2583.

The University will take the following actions if payment is not received in full by **10 April 2026**.

- your enrolment in the current study period may be cancelled or restrictions applied
- reinstatement of your enrolment may be requested within 10 business days of the cancellation upon full payment of the outstanding amount
- if your fees remain outstanding, your eCOE may be cancelled for non-payment and the Department of Home Affairs notified accordingly

**Please provide details of the reasons you are requesting an extension to pay your tuition fees.**

## STUDENT DECLARATION AND SIGNATURE

This application must be submitted by email to [admin.support@usq.edu.au](mailto:admin.support@usq.edu.au) You will be notified of the outcome via email within 5-7 business days.

By submitting this application, I declare that:

- I have paid the administration fee of \$200 to Financial Services (07) 4631 2583 and attached proof of payment and I understand that I will forfeit this fee if I do not make payment in full by the extension date.
- I am unable to make payment of my tuition fees by the University's published payment date due to extenuating circumstances. I have attached supporting documentation verifying that I will have access to the required funds to pay my fees in full by the extension date.

**Signature of student:**

**Date:**