

In the documentation for student application material, reference should be made to Fee Protection arrangements in place which could be explained as follows:

Fees Protection

In accordance with Government regulations, your fees are protected from situations, which may see our institution having to close. We have chosen to use a New Zealand Government guaranteed Student Fee Trust Account managed by the Public Trust to protect your fees.

What Do You Need To Do

On arrival in New Zealand you will be asked to sign an application to establish your Student Fee Trust Account , as part of your initial orientation.

Payment Of Fees

A telegraphic transfer form will be provided to you to remit your payment of fees direct to your Student Fee Trust Account with Public Trust.

Instructions To PTEs' For Completing Telegraphic Transfers

Public Trust will send you a personalised Telegraphic Transfer that can be sent on to students or agents to remit fees direct to Public Trust. The form will be re-filled by the PTE before it is emailed to the student with the invoice for fees.

It is very important that the instructions below are followed carefully and that all fields on the Telegraphic Transfer are correctly completed to enable a PTE to match the payment of fees to the correct student record.

1. FIELD 32A – **The student or agent will complete this field** with the Date, Currency and Amount being paid to the PTE as per the final invoice for fees.
2. FIELD 50A – **The student or agent will complete this field** with the Name and Address of the person who is remitting the fees. If the person is not the student we recommend they also include their relationship to the student in this section (for example: agent, parent etc).
3. FIELD 70 – **The PTE will complete this field before the TT Form is sent to the student or agent to pay the fees.** FIELD 70 of the form needs to be fully completed to ensure that a PTE can correctly identify the student who is paying the fees. It is very important to enter the students' Full Name and either the Student ID Number the PTE is using or a Passport Number **before** the TT Form is sent to the student or agent to pay.