

No Dues Form

- No request will be processed until this form is fully completed.
- No request will be processed if there is overdue fees.
- Student must submit this form along with any document request.

Section 1 : Personal Details

Name		Student ID	
Address			
Suburb		Post Code	Country
Email		Mobile	
Current Course			

Section 2: I am requesting the following:

<input type="checkbox"/> Certificate & Record of Result* Course:	<input type="checkbox"/> Statement of Attainment* Course:
*Requests for Certificates, Record of Results and Statement of Attainment, will be issued within 14 days from date of submission.	
<input type="checkbox"/> Document Request Form / Letter	<input type="checkbox"/> Orientation / Enrolment

Section 3: Student Declaration

I, the student, acknowledge that all my fees must be cleared before my request is approved and processed.

Signature		Date	
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Section 4: Fees Confirmation – TO BE COMPLETED BY AHMI ACCOUNTS ONLY

DEPARTMENT	DUE – AMOUNT/DATE	NO DUE	SIGNATURE
ACCOUNTS			
CFO			

Section 5: Office Use Only

Form Received By		Form Received Date	
Comments			
Application Outcome	<input type="checkbox"/> Approved	<input type="checkbox"/> Declined	
Staff Approval Signature		Outcome Approval Date	

Australian Health and Management Institute

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