Financial Authorisation Form

If you are completing this form electronically, you can click on the '☐' boxes to mark your choice. If you are completing by hand, please cross the appropriate box.

Please check your chosen payment option

1. Employer Payment – Course paid per unit **(complete section A only)** ☐
2. Student Payment – Invoices will be generated upon enrolment into units **(section B only)** ☐

**Student payment not available to applicants employed by the Northern Territory Government*

Applicant details

Family Name	Given Name/s

Section A – Employer Payment Details

Contact details for invoice (*must be different from the applicant)*	
Family Name	**Given Name/s**
Position Job Title	
Agency/Department Name	
Agency/Department Division	
ABN	
Postal Address	
Phone	
Contact and Email Address for Invoicing	
Purchase Order No. *Please provide PO No. if already created*	
Does your Department use a shared service for invoicing?	Yes ■ No ☐ **If Yes please complete fields below**
Name of Shared Service Agency	
Postal Address of Shared Service Agency	

Terms and Conditions

Acceptance and payment

The applicant will be advised in writing of their acceptance into the program, typically within two (2) weeks of receipt of the application. If an employer generated invoice is requested, the invoice will be sent to the nominated Department detailed in Section A. If a student has nominated to pay the tuition fees, invoices will be generated to their QUT email address upon enrolment into the units.

Unit Fees

PSM program consists of four (4) units delivered over a 15-month period. Each unit is charged at the fee rate for the year of unit commencement.

The unit fee for 2027 is $3,375 (GST exempt)
The unit fee for 2028 is $3,476 (GST exempt)

Fees are payable as per the conditions outlined on the invoice(s).
Students who opt to pay their own fees may not have to pay anything upfront if they are eligible for a FEE-HELP loan.
If a student fails to complete a unit successfully a full fee will apply to repeat the unit.

Employer Agreement

I, the authorising officer, hereby authorise QUT to invoice the above for payment of the specified fees for the applicant listed above and confirm that fees will be paid within 30 days of the invoice date.

Authorising Officer

Name _____ Position _____

Signature _____ Date _____

Section B – Student Individual Payment Authorisation

I, the applicant, agree to the terms and conditions outlined above.

Name _____ Position _____

Signature _____ Date _____