

NOTIFICATION: CHANGE TO CITIZENSHIP/RESIDENCY/FEE STATUS

BECOMING AN AUSTRALIAN CITIZEN, PERMANENT RESIDENT, PERMANENT HUMANITARIAN VISA HOLDER, PACIFIC ENGAGEMENT VISA HOLDER OR NEW ZEALAND CITIZEN AND/OR A REQUEST FOR A COMMONWEALTH SUPPORTED PLACE

1. PERSONAL AND PROGRAM DETAILS

Griffith Identification Number

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Name: (if change of name, state previous name):

Family name:

First name:

Other names:

Date of birth: / /

Mobile phone number:
Home phone number:
Program code:
Program title:

2. CITIZENSHIP OR RESIDENCY DETAILS

Please indicate the date your Citizenship or Residency Change was granted: / /

Please tick **one** of the five boxes below to confirm your new Citizenship or Residency status. Please check carefully which supporting information must be supplied:

1. Australian Citizen ☐
2. New Zealand Citizen ☐

☐ }

Please supply a copy of your Citizenship Certificate or a copy of your Passport Details page as proof of either Australian or New Zealand citizenship.

3. Australian Permanent Residency Status ☐
4. Australian Permanent Humanitarian Visa ☐
5. Pacific Engagement Visa ☐

☐ }

Please supply a copy of your Passport Details page or a copy of your Notice of Visa as proof of Australian Permanent Residency, an Australian Permanent Humanitarian Visa or a Pacific Engagement Visa.

3. COMMONWEALTH SUPPORTED PLACE – ONLY FOR COMMONWEALTH SUPPORTED PROGRAMS

Request for Commonwealth Supported Place

☐ (Tick if paperwork submitted previously)

4. STUDENT DECLARATION

Applicants **must** read the **Information Sheet** on the next page and sign below or this form will not be processed.

I have read and understood the guidelines outlined on this form. I have included supporting evidence with this form. I declare that the information I have provided on and with this form is true and correct. I understand that if I knowingly make any false or misleading statements, I may be liable for prosecution.

Signature:
Date: / /

It is a criminal offence to knowingly make a false or misleading statement or to otherwise knowingly supply false or misleading information in connection with a Change in Citizenship or Residency Status.

OFFICE USE ONLY

Proof of Citizenship/Residency sighted by:

Date / /

Admissions; 1. When did the Student begin at Griffith?

2. Application is for:

3. Rank, entry

4. Rank GU study

5. Email sent ☐

4. CSP approved YES / NO

Assessed by:

Date / /

(Additional Assessment)

Give paperwork back to Enrolment and Fees to update PeopleSoft

Finance processing complete

Date / /

Date received at
SC
(RETURN TO GRIFFITH)

Consequences of Changing Citizenship/Residency Status

When students change their Citizenship or Residency status, they may be eligible for a change in the rates of Tuition Fees charged for their current program of study, as per section 3.6.12 of the Fees and Charges Procedure.

Once you have lodged the form, Student Connect will verify the authenticity of your evidence of change in citizenship/residency.

Student Business Services will then assess whether there will be a change to your fee status.

Your fees may change only if your citizenship/residency status changed before the Census Date* for the relevant trimester.

Your new tuition fee rates will depend on the Admissions Policy for your program of study and the trimester. You may be offered a Domestic Fee-Paying Place or a Commonwealth Supported Place. See [Programs and Courses](#) for applicable rates of charge.

Commonwealth Supported Places are only available for Undergraduate programs and for a small number of Postgraduate programs.

You will be advised of the outcome via your Griffith student email address, once the admissions assessment is complete.

[*] Refer to the Academic Calendar [www.griffith.edu.au/academic-calendar] and the Programs and Courses catalogue [<https://www148.griffith.edu.au/programs-courses/>] for the Census Date of individual programs, or ask Student Connect.

Section 3.6.12 of the Fees and Charges Procedure

3.6.12 Permanent Residency

If a student provides evidence of becoming a permanent resident of Australia prior to their commencement of study in the program and they subsequently apply for a place as an Australian resident student either as a Commonwealth Supported Student or a fee-paying student through the normal processes the offer of an international student place will be withdrawn, and all tuition fees will be refunded.

If, after commencing study in the program, a student obtains permanent resident status in Australia and provides evidence of permanent resident status prior to the census date, the student will be provided with either a Commonwealth Supported Place or a domestic fee-paying place through the normal admission processes. The student will be eligible for a refund of the difference between the fee as an international student and the fee for a domestic student for the period of study in which the residency status changed.

If a student obtains permanent resident status after the census date, the student will not be eligible for a full or partial refund of tuition fees paid for the period of study in which the residency status changed. On continuing their enrolment in the next period of study, the student will be provided with either in a Commonwealth Supported Place or a domestic fee-paying place through the normal admission processes.

The above processes also apply to an international student who becomes a New Zealand citizen during the course of their study.

DOCUMENTARY EVIDENCE

Failure to provide the required information will result in your application being rejected. Please note you may be required at a future date to provide the original documentation if requested.

POLICY DOCUMENTS

The Enrolment Procedure, the Fees and Charges Procedure and the Admission Procedure are available at <https://policies.griffith.edu.au/>.

ENQUIRIES

If you have an enquiry, please contact [Student Connect](#).
Brisbane: (+61 7) 3735 7700 | Gold Coast: (+61 7) 5552 8811

LODGING INSTRUCTIONS

Application form and any documentary evidence can be lodged via [AskUs - Submit a question](#) or visit [Student Connect](#).