

Learner/Ākonga Discount Request Form

(Use for individual and/or group discount requests. For group discount please attach a list)



Learner/Ākonga Name		Learner/Ākonga ID	
Programme		School/College	

Course/s (List all courses including course code)	Occurrence (List all occurrences)

Fees and discount	
Full Fee:	\$
Amount of Discount requested:	\$

Finance GL codes:	Site: 101	Business Unit:	Account: 128	Analysis: 00000
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Reason for requesting discount fees (i.e. learner exchange, study abroad, special arrangement):

Signed by Head of College		Date:
Name:		

Approved

 Declined

If declined, reason:

Signed by Deputy Executive Director: Academic Delivery <i>(Mark Cartwright) or</i> Executive Director <i>(Megan Potiki)</i>		Date:
Name:		

Once approved by both HOC and Executive level please log a service job for Academic Registry to action