

International Admissions Office  
Student and Academic Services  
Private Bag 3105  
Hamilton  
New Zealand

fax: 64 - 7 - 838 4377  
internet: www.waikato.ac.nz



The  
University  
of Waikato  
Te Whare Wānanga  
o Waikato

## METHODS OF PAYMENT

There are three options available for payment of your tuition fees, accommodation deposit and the annual additional charges.

***Please note that the accommodation deposit and home stay deposit is only required by students who have selected the halls of residence and/or home stay as their first or second choice of accommodation. The annual additional charges of NZ\$200.00 may be paid now or when you enrol in person on campus. This includes the compulsory Waikato Student Union fee.***

**Please quote your student identification number in all correspondence relating to your form of payment.**

**1.** The first option is payment by credit card. If you choose this option you must ensure that there is sufficient credit in your account otherwise the visa authorisation centre will decline the transaction. The University of Waikato can only accept **Visa** or **Mastercard**. You will need to fax the following details:

- Written permission by yourself or the cardholder to debit the account for the said amount (please write the amount and what it is for)
- Card number
- Name of the bank at which the account is held
- Expiry date of the card
- Signature of the cardholder

**2.** The second option is telegraphic transfer. Please note you must allow time for your money to be tracked by the University of Waikato finance department once it arrives in our account. This may take up to 5-7 working days for your money to arrive in our bank account and to be identified after you have transferred the money. A receipt will be issued once the money has been received in our account. Please quote your student identification number and student details within the particulars section of the remittance advice/telegraphic transfer application so that your transfer can be easily tracked. The details of our account are as follows:

- ASB Bank Ltd  
Victoria St Branch  
Hamilton  
New Zealand
- Account number: 12-3122-0084728-00
- You should allow an extra NZ\$15 for bank charges

Once you have completed the telegraphic transfer application you must also fax a copy of the application form to the International Admissions Office so that we can estimate when your money will arrive. Our fax number is +64 7 838 4377.

**3.** The third option of payment is by bank draft/cheque. It should be made payable to 'The University of Waikato'. Please allow a minimum of 10 working days for the bank draft/cheque to clear so that a receipt can be issued.

If you have any further queries please do not hesitate to contact the International Admissions Office on fax number: +64 7 838 4377

*The University of Waikato has agreed to observe and be bound by the Code of Practice for the Pastoral Care of International Students published by the Minister of Education. Copies of the Code are available on request from this institution or from the New Zealand Ministry of Education website at <http://www.minedu.govt.nz>*