



SYDNEY
BUSINESS
SCHOOL

UNIVERSITY
OF WOLLONGONG

Corporate Partner Discount – Student Request

Sydney Business School, University of Wollongong has agreements in place with organisations wanting to support their staff’s professional development and encourage their staff to complete postgraduate business studies.

Under these agreements, Sydney Business School, University of Wollongong provides staff from these organisations (“**Sponsoring Organisation**”) with a discount on their course fees (“**Corporate Partner Discount**”).

Please complete this form to enable us to validate your eligibility for the Corporate Partner Discount.

Student Details

| | |
|-------------------------------------|--|
| Full Name | |
| Student Number (if known) | |
| Sponsoring Organisation Name | |
| Job Title | |
| Student Signature | |

By signing and submitting this form you authorise the University of Wollongong to:

- Notify the Sponsoring Organisation that you have applied to study with Sydney Business School, University of Wollongong,
- Advise the Sponsoring Organisation which course you have applied to study,
- Advise the Sponsoring Organisation each session that you are enrolled to study
- Advise the Sponsoring Organisation your results each session, as long as you remain on staff of the Sponsoring Organisation, and
- Validate with the Sponsoring Organisation that you are currently staff of the Sponsoring Organisation.

By signing and submitting this form you authorise the Sponsoring Organisation to:

- Regularly confirm you are currently staff of the Sponsoring Organisation, and
- Notify University of Wollongong should you cease to be staff of the Sponsoring Organisation.

Evidence of employment - Supporting Documentation

As evidence of employment, you will be required to submit one document from the below list:

- A letter from the Sponsoring Organisation on company letterhead confirming employment duration, and the position details. The letter must include the position title, telephone number and email address for a contact at the Sponsoring Organisation.
- Pay slip from the Sponsoring Organisation including your job title and duration of employment.
- Official Tax Office documentation such as a Group Certificate or Payment Summary.

Terms and Conditions of Corporate Partner Discount

By signing and submitting this form, you acknowledge and agree that:

- You are only entitled to one discount rate per enrolment. You will receive the higher of any discount you are entitled but not an accumulation of discounts.
- You are only entitled to the Corporate Partner Discount while you are staff of the Sponsoring Organisation. If you cease to be staff of the Sponsoring Organisation, you:
 - a. will be entitled to complete the teaching session of the course in which you are currently enrolled at the discount rate; and
 - b. may continue to complete the course but the University has the discretion to bill subsequent teaching sessions at standard rates.
- The discount rate applies only to your tuition fees for the course and not to the Student Service and Amenities Fee (note. 2018 Maximum SSAF for Fulltime Students was \$298).

Please note that the Executive MBA is not eligible for the Corporate Partner Discount.

Process - Next Steps

1. Use the [UOW APPLY ONLINE](#) portal to submit your postgraduate course application.
2. In the Employment Details section of the UOW Apply Online portal attach
 - a. Completed Corporate Partner Discount - Student Request form
 - b. Evidence of employment - Supporting Documentation
3. UOW will validate your eligibility for the course and validate your entitlement to the discount and then issue you with an offer to with the discount applied to your fees.
4. If your postgraduate course application is successful, the University of Wollongong will issue you with an offer to study at the Sydney Business School, University of Wollongong and if you are eligible for the Corporate Partner Discount the University of Wollongong will apply the Corporate Partner Discount to your tuition fees for the course.
5. You will be billed by the University of Wollongong in accordance with standard student billing procedures and are responsible to arrange payments in accordance with any required timeframes.

More Information

Email: Future-business@uow.edu.au

Website: sydneybusinessschool.edu.au/partnerships/corporate-discount