

Please note: An NT Government Tertiary Fares Reimbursement Application MUST be submitted, prior to a claim being accepted. The application form is available on the Department Website at [www.education.nt.gov.au/grants/funding/general/sas](http://www.education.nt.gov.au/grants/funding/general/sas). If you cannot download an application form, please contact the Finance Student Assistance Officer as noted below.

**Financial Services - Student Assistance - GPO Box 4821, DARWIN NT 0801**

Tel: (08) 8901 4965

Free call: 1800 019 157

Email: [studentassistance.det@nt.gov.au](mailto:studentassistance.det@nt.gov.au)

**20\_\_\_\_\_ NT TERTIARY FARES REIMBURSEMENT CLAIM FORM**

**You must attach a copy of your most recent study results, accompanied by the result definitions/descriptions with this claim.**

Name of claimant/s ..... Full name of student/s .....

Home address ..... Term address .....

Postal address ..... Tertiary Institution .....

Post Code ..... Home ph:..... Work ph:..... Mobile:.....

DETAILS OF STUDENTS TRAVEL BY BUS, RAIL OR AIR	Attach all ticket receipts and boarding passes.	COST
Date..... From..... To.....		\$ .....
Date..... From..... To.....		\$ .....
Date..... From..... To.....		\$ .....
Date..... From..... To.....		\$ .....
Signature of claimant (1).....	Signature of claimant (2).....	
<b>Total of Tickets</b>		\$ .....

PRIVATE VEHICLE DETAILS	Vehicle Type.....Registration .....
<b>DETAILS OF TRAVEL BY PRIVATE VEHICLE</b>	<b>Example given: From:</b> - The students Principal Place of Residence. <b>To:</b> - The centre in which the institution is located .

Date..... From..... To..... kms (each way).....

Date..... From..... To..... kms (each way).....

*I declare the following:*

- The student was attending the institution at the time travel was undertaken;
- All journeys claimed were, **undertaken by private vehicle** to convey the students to or from their principal place of residence, to or from the centre in which the institution is located;
- The details listed on this form are a true record of distance travelled in respect of my claim for the NT Tertiary Fares Reimbursement Scheme; and
- I have provided all fuel and accommodation receipts (noting the student as staying at the place of accommodation) in respect of the travel undertaken.

Signature of claimant (1) ..... Date .....

Signature of claimant (2) ..... Date .....

CERTIFICATION BY UNIVERSITY STUDENT ASSISTANCE OFFICE.	STAMP OF UNIVERSITY
<b>This must be signed prior to claim being submitted for reimbursement</b>	

The above student was enrolled on a continuous basis in Semester 1 and / or Semester 2 (delete the Semester if not applicable) at .....

Signature of the Student Assistance Manager/Supervisor ..... Date.....