Creative Arts and Industries
Annual Postgraduate Allowances Form
For Direct Costs Only

This may be used to cover equipment user charges, office consumables, photocopying, printing, binding and internet access costs that are not subsidised by the Library or Faculty, and interloan charges. All costs claims must relate directly to academic work associated with the specific Creative Arts and Industries programme of study in the current year. No allowances can be carried over.

Not available to students on inbound exchange
Capital items cannot be purchased in full or in part.
The allocation cannot be used to cover fines such as Library fines, or to employ people or contract organisations.

Date: ___________________________ School: ___________________________

Student Name: ___________________________ ID No.: ___________________________

Student Signature: ___________________________ Degree Name: ___________________________

Allowance Entitlement per annum (tick the appropriate circle)

- $500 = Doctoral / PHD
- $250 = Research Masters
- $200 = Taught Master / Professional Programmes
- $150 = PG Diploma / Bachelor Honours

Claims should be submitted with a min of $75 GST Incl.
Except when your balance owing is less than $75.

Financial Administrator signature: ___________________________

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<tr>
<th>Account</th>
<th>Activity Centre</th>
<th>Amount</th>
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Activity Centre Key:
1020 = Architecture & Planning;
1300 = Dance; 1335 = Music; & 1800 = Fine Arts

Note:
1. All $ amounts are net of GST where a compliant tax invoice is provided, otherwise $ are GST inclusive.
2. An EFTPOS receipt is NOT enough. Claims must be supported by full original receipts / tax invoices.
3. Forms must be submitted by 18 December of each year. No allowances can be carried over to the following year.
4. Present this form at the Creative Arts and Industries Student Centre, Level 2, Building 421, 26 Symonds St, Auckland.

SCREENSHOT OF INTERNET BANKING SHOWING: YOUR NAME, BANK NAME AND BANK ACCOUNT NUMBER MUST BE PROVIDED, Maximum 6 months old