

2025 Administrative and Miscellaneous Charges

Description	Amount
1 Application for enrolment	
Application for enrolment—	
(1) by an international student	
(a) for hardcopy applications	\$150
(b) for applications lodged online	\$150
(2) from start of semester until the census date (other than applications for new enrolments in postgraduate coursework programs)	\$50
(3) after the census date	\$200
2 Application for addition or substitution of course or change of program	
Application for addition or substitution of course or change of program—	
• from third week of semester until census date	\$50
• after the census date	\$200
3 Cancellation of enrolment— UQ Ochsner students	
(1) Cancellation of a UQ-Ochsner student's enrolment during the period—	
(a) 21 calendar days or more before the scheduled start date of the first study period of enrolment.	USD \$1000
(b) 20 calendar days or less before the scheduled start date of the first study period of enrolment until the end of the census date.	USD \$3000
3A Cancellation of enrolment— other international students	
(1) Cancellation of an international student's enrolment in an award program during the period—	
(a) 21 calendar days or more before the scheduled start date of the first study period of enrolment.	\$2000
(b) 20 calendar days or less before the scheduled start date of the first study period of enrolment until the end of the census date.	\$5000
(2) Cancellation of an international student's enrolment before the end of the census date of the first study period of enrolment, where the student is—	
(a) an international Study Abroad student from the US; or	\$1000
(b) an international student with a national loan from Germany, Sweden, Norway or Denmark.	\$1000

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(3) Cancellation of an international student's enrolment before the end of the census date of the first study period of enrolment, where the student is—	
(a) not eligible for a student visa, as the study is part-time internal; or	No cancellation charge
(b) not eligible for a student visa, as the study is non-award internal or external study; or	
(c) an Australia award scholarship recipient; or	
(d) a current UQ student changing program.	
4 Payment of fees after the due date	
Payment of fees after the due date—	
• from due date until census date	\$100
• after the census date	\$200
5 Library material	
Return of library material after the deadline—	
• when late sum reaches \$20	\$20
• after notice of demand, for each item	\$20
6 Student cards	
Replacement of a student card	\$20
7 Examination fee	
Fee payable by internal students sitting external examinations—	
• examinations within Australia	\$320
• examinations conducted outside Australia	\$400
8 Academic transcripts, certificates, medals and statements	
My eEquals Transcript	\$20
My eEquals AHEGS	\$20
MyeEquals Testamur	\$50
Academic transcript — rapid turnaround (5 hours)	\$50
Paper Academic transcript — 3–5 working days	\$30 + postage where required
Paper Certificate of enrolment/award	\$50 + postage where required

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Description	Amount
Written statement of charges paid or HELP liability	\$15
Hard copy replacement award certificate (testamur) – name change, including gender or identity change	\$100 + postage where required
Hard copy replacement award certificate (testamur) – lost, damaged, stolen	\$150 + postage where required
Paper replacement Australian Higher Education Graduation Statement	\$30 + postage where required
Paper verification of academic qualifications	\$40 + postage where required
Paper replacement UQ Advantage Award Statement of Attainment	\$30 + postage where required
Paper replacement UQ Employability Award Statement of Attainment	\$30 + postage where required
University Medal — Replacement	\$125 + postage where required
University Medal — Presentation box	\$25 + postage where required
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9 Course/subject outlines	
Application for copies of course/subject outline information contained in back copies of university handbooks	\$50
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10 Graduation	
Graduation attendance —	
• registration by the due date	\$100
• registration after the due date	\$150
Administrative charge for cancellation of graduation attendance —	
• by the due date	25% of fee paid
• after the due date	100% of fee paid