

# APPLICATION FOR REPRINT OF ACADEMIC DOCUMENTS

Please complete the form and return by email together with a proof of identity such as driver's license, birth certificate or passport.



## APPLICANT DETAILS

Full Name (as registered at ICHM): \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Year of Graduation: \_\_\_\_\_ ICHM Student ID No. \_\_\_\_\_

Postal Address (not a PO Box): \_\_\_\_\_

City/ State/ Postcode/ Country: \_\_\_\_\_

Email address: \_\_\_\_\_ Phone (mobile) Number: \_\_\_\_\_

### Items for Reprint:

- |  |  |
|--|--|
| <input type="checkbox"/> Parchment (A\$50)           | * Sent via Courier at expense of applicant |
| <input type="checkbox"/> Academic Transcript (A\$50) | *Sent via Courier at expense of applicant  |
| <input type="checkbox"/> Subject Descriptor (A\$50)  | *Sent via Courier at expense of applicant  |

Title of ALL qualifications/ transcripts to be reprinted:

\_\_\_\_\_

## APPLICANT AGREEMENT

An academic parchment is a legal document and can only be reprinted if it is lost. By applying for a reprint, I am declaring that the said parchment has been lost. I agree to pay stated fees including courier fees as required.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## ICHM

Identification verified, parchment and transcripts verified.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## PAYMENT

Payments can be made using Flywire. Flywire allows you to pay securely from banks worldwide offering competitive foreign exchange rates and no hidden fees. Depending on your home country, payment options can include local bank transfer, credit card, e-payments, e-wallets, and more, To make your payment, go to [ichm.flywire.com](http://ichm.flywire.com) If you need help with your payment, go to [www.flywire.com/support](http://www.flywire.com/support)

**IMPORTANT:** When transferring funds to our account by telegraphic transfer or direct credit, please enter a customer narrative which states, 'Reprint for (your full name)' and email us a copy of the bank transfer receipt.