

25 March 2010

Dear Student,

Block 4, 2010: Fee Payment

Please find enclosed:

- Payment Advice form for Block 4, 2010– *to sign & submit upon payment to Bursar Counter at Admissions Office Block B Level 1.*
- Withdrawal & Refund Policy

Please be reminded of the withdrawal & refund policy. In order not to be penalized financially in any case of withdrawing from any course, you will need to withdraw yourself from myHub online (myHub.newcastle.edu.au) at least 28 days before the commencement of the course. Please see the enclosed 2010 Important date for more details.

Important deadline:

- Please make your fee payment for Block 4 *no later than **19 April 2010.*** Late payment fee will be imposed with \$50 (excl. GST) after the scheduled due.

Payment can be made by cheque/cashier order/ NETS/ Visa/ Mastercard.

*Cheques should be made payable to "PSB Academy Pte Ltd" and sent to:
Student Service
355 Jalan Bukit Ho Swee
Singapore 169567*

Should you require further information, please do not hesitate to contact Su She at Su-She.Yong@psb-academy.edu.sg or DID: 6517 2624.

Thank you.

Yours sincerely

PSB Academy
School of IT

(THIS IS A COMPUTER GENERATED LETTER, NO SIGNATURE IS REQUIRED)

Operating Hours: Mon-Fri 8.30am - 7.30pm, Sat 8.30am - 2pm. Eve of Public Holiday: 8.30am - 1pm
Closed on Sun & Public Holidays