

## Claim for Payment of Thesis Allowance for Graduate Research Students

This form is to be completed by graduate research students who started their degree at the University of South Australia or The University of Adelaide who have been awarded a scholarship that entitles them to claim for the reimbursement of the costs associated with submitting theses for examination. The allowance covers a maximum of four soft cover and three hard cover bound copies, up to \$420 for a Masters by Research thesis and up to \$840 for a Doctoral thesis.

You must provide receipts and proof of payment (such as a copy of your bank statement/transaction) with this application form. If you are claiming for soft and hard copies at the same time, ensure your receipt is itemised for each binding type.

Part 1: Student Details			
Student ID			
First Name			
Family Name			
Mailing Address (1)			
Mailing Address (2)		Postcode	
Thesis Title		Date submitted	
Scholarship	<input type="checkbox"/> RTPd <input type="checkbox"/> USAPA <input type="checkbox"/> RTPi <input type="checkbox"/> Other: _____		

Part 2: Summary of Claim	
Please indicate the number of hard copy and soft copy theses this claim is for:	
_____ Soft Cover Bound Copies	_____ Hard Cover Bound Copies
<ul style="list-style-type: none"> <li>Your claim may not include a charge for the purchase of equipment or for labour if you have done your own typing.</li> <li>Your claim may include the cost of the consumables (e.g. paper, ink, disks) or the hire of equipment required</li> <li>The maximum amount payable will be that outlined in the conditions of the award of the relevant scholarship</li> </ul>	<input type="checkbox"/> Printing/Typing            \$ _____ <input type="checkbox"/> Reproduction of Thesis    \$ _____ <input type="checkbox"/> Binding                            \$ _____ <input type="checkbox"/> Other                                \$ _____ <b>Total Claim Amount</b> \$ _____

<ul style="list-style-type: none"> <li>Ensure your receipt is itemised if claiming soft and hard binding at the same time</li> </ul>	
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**Part 3: Certification**

<p>I certify that I have completed the requirements for the degree and that I have not received financial assistance from another source for any of the items claimed above.</p> <p>I enclose receipts totalling \$ _____</p> <p>I give the Adelaide University the authority to credit monies due to me at the account specified.</p>	Bank Details	
	Bank Name	
	Branch	
	Account Name	
	BSB	
	Account Number	
Student Signature		

**Part 4: Form Submission**

Please submit this form and all supporting documentation via email to the Graduate Research School: [graduate.research@adelaide.edu.au](mailto:graduate.research@adelaide.edu.au)