



Option One: **Hold an Instalment Payment**

Short term suspension of one or more payments (fortnight/month), thereby increasing subsequent instalment amounts.

Account Name:

Account Code:

(Shown on the top of your statement)

Briefly explain how the coronavirus (COVID-19) has adversely affected your family's ability to make fee payments?

Explain why this is a short-term issue for you, and how you will be able to afford the increased instalments to finalise your account by November.

Current Instalment Frequency: (please select one)

Fortnightly

Monthly

Term

Semester

Current Instalment Amount:

We will calculate your new instalment amount and dates and advise you shortly.

Please return this form via email to
accountsreceivable@heathdale.vic.edu.au