

MANUKAU INSTITUTE OF TECHNOLOGY STANDARD CHARGES

ACTIVITY	RESPONSIBLE	CHARGE (all include GST)
Academic Record (Academic Transcript)	Academic Registry	<ul style="list-style-type: none"> \$25.00 (two copies), plus \$12.50 for each extra copy ordered. Postal charges as per approved schedule
Aegrotat	School	No charge
Credit Card Surcharge	Yet to be operationalised	As per AM3 Fee Payment Policy
Cross Credit (mapping of non-Te Pūkenga courses)	School	\$25.00 per credit Fees for Credit Recognition are capped at \$2,000.00 per 120 credits (equivalent to one year of full-time study)
Credit Transfer (exact match)	School	No charge
Instalments (Domestic Students)	Registry to approve and action	Administration fee of \$75.00
Instalments (International Students)	International Office to approve and action	Administration fee of \$75.00
Interim Record of Achievement/ Result Slip	School	No charge
NZQA Unit Std Credits	School to charge Registry to action	\$1.58 per credit
Recognition of Prior Learning (RPL) * Payable prior to assessment ** Non-refundable *** Exceptions (including for students experiencing hardship) must be approved by Campus GM	School	\$36.00 per credit (to a maximum value of 75% of the course fee) Fee is inclusive of but not limited to: <ul style="list-style-type: none"> review of documentation professional conversation challenge test and/or workplace site visit Fees for RPL are capped at \$3,000.00 per 120 credits (equivalent to one year of full-time study)
Recognition of Prior Learning (RPL) where MOU or contract is in place	School	Fees as per MOU / contract
Replacement Certificate	Academic Registry	\$25.00 plus postal charges as per approved schedule
Replacement Diploma or Degree Parchment	Academic Registry	\$40.00 plus postal charges as per approved schedule
Re-sit - failed final	School	\$50.00 plus any NZQA charge
Re-sit - general	School	At School's discretion
Return of Exam Script	School	Within appeal period (10 working days) \$20.00 plus postal charges as per approved schedule. After appeal period, postal charges only.
Withdrawals (International Students)	School to approve International Office to action	As per policy AM5 Cancellations, Withdrawals, and Transfers of International Students

Withdrawals / Transfers (Domestic Students)	School to approve Registry to action	As per policy AM4 Cancellations, Withdrawals and Transfers
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Agreed at Academic Board 14 August 1998; Academic Board 11 August 2006; SLT 18 November 2015.
 Update Approved by Chief Executive at Executive Leadership Team 1 August 2018; Cap on RPL/CR approved
 at the Academic Committee 11 May 2022; Approved by the Chief Executive at Executive Leadership Team
 17 May 2022; Updated charges for Cross Credit July 2023

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Postal Schedule

Postage	
Overseas airmail postage (each address)	\$10
Courier charges	
Within New Zealand	\$10
Australia	\$30
USA	\$65
All other countries	\$55