



Direct Debit Request

Al-Ameen College ABN: 49 105 364 332

Customer's Details in Full

Family ID No:

I/We

Surname

Given Name

Address

Email Address (please write clearly)

authorise and request **Al-Ameen College** (User ID no 497747) ("Debit User"), until further notice in writing, to arrange for my/our account (as described in the Schedule below) to be debited through the Bulk Electronic Clearing System (CS2) as specified below, provided that if no amount is specified, the account may be debited with any amounts which I/we must pay to the Debit User under the arrangements between me/us and the Debit User referred to below:

Office Use Only:

Start Date:

End Date:

No of Payments:

Amount:

The Schedule

Frequency

Fortnightly Monthly Quarterly Weekly Annual

Bank Account in the name(s) of:

Note: Direct Debiting is not available on all accounts. If in doubt, please refer to your financial institution.

Financial Institution Name

Financial Institution Address

BSB (full six digits)

Account Number

OR

Visa/MasterCard in the name of:

Card Number (16 digits)

Visa

Mastercard

Expiry Date

CCV No

ACKNOWLEDGEMENT

By signing and/or providing us with a valid instruction in respect to your Direct Debit Request, you have understood and agreed to the terms and conditions governing the debit arrangements between you and Langford Islamic College as set out in this Request and in your Direct Debit Request Service Agreement.

Customer's Signature

Date

Customer's Signature

Date



2021 Direct Debit Information & Instructions

Instructions to amend a direct debit

1. Obtain and read the Direct Debit Request.
2. Complete the Direct Debit Request ensuring that the account details are correct.
3. Sign the Direct Debit Request and forward to Accounts Dept or email to **r.lut@alameencollege.wa.edu.au** by 3pm on the 24th January 2021. If the bank account requires 2 (or more) signatories then all signatories will need to sign this form.

All of the above forms are available on the College's website.

Q: How many payments need to be made?

A: You may choose annual (1 payment), quarterly (4 payments), monthly (10 payments) or fortnightly (22 payments) direct debit payments, February through to November.

Q: When will the direct debits be made?

A: Direct debits will be made on the following dates:

- Annual – 12th February
- Quarterly – commencing 7^h February on the following dates:
8th February 8th May 8th August 8th October
- Monthly – 19th or 28th of each month from February to November (or the next Business Day).
- Fortnightly – on the following dates:

5 th February	19 th February	5 th March	19 th March
2 nd April	16 th April	30 th April	14 th May
28 th May	11 th June	25 th June	9 th July
23 rd July	6 th August	20 th August	3 rd September
17 th September	1 st October	15 th October	29 th October
12 th November	26 th November		

Q: Does the College offer any discounts on tuition accounts?

A: Yes. For Annual direct debits processed successfully, a 5% discount on **tuition** fees will apply (as indicated on your Statement).

Q: How do I choose which option for monthly direct debit?

A: The default will be the 19th of each month. If you wish to have your direct debits processed on the 28th, please email your request to ar@lic.wa.edu.au and include your Family ID Number. A confirmation email will be sent once the change has been made.

Q: Do I need to specify an amount on the direct debit form?

A: No. All you need to do is select the frequency of your Direct Debit, complete your bank account OR credit card details and sign the form.