



Request for Postage of Parchment

- A copy of current photo identification must be submitted with your application. Examples of which include a driver's licence or passport. Applications submitted without current photo identification will not be processed.
- This form should not be used if you have already requested postage of your parchment via myGraduation.
- If your award was conferred more than three months ago, it will take approximately one week for your parchment to be recalled from archives.
- Parchments sent to Australian addresses are dispatched via registered post and international addresses are couriered by DHL.

Contact Us

If you have any questions about this form, please contact Campus Central either by phone, [online](#), or in person.

Campus Central offices are located on each campus with metro campuses open from 8.30am to 6.00pm, Monday to Friday.

UniSA General enquiries: 1300 301 703

Open Universities Australia (OUA) enquiries 8.30am to 5.00pm (CST): 1300 361 450

Part A: Personal details - Please print clearly

Student ID (if known):

Title: First name(s):

Family name: Previous name:

Date of birth: Contact No:

Email:

Applicant Declaration: I declare that the information provided in this application is complete, true and accurate. I understand that by submitting supporting documentation UniSA may contact the issuer of the document to confirm its authenticity.

Type or write your name here:

Date:

Part B: Program details

Program title:

Date award was conferred (if known):

Part C: Address Details

Please note: DHL will not deliver to Post Office boxes and require contact telephone number (see Part A).

Address:

Suburb/
Town: State/
Province:

Postcode/
ZIP Code: Country
(if not Australia):



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Part D: Postage Options		Cost	Total
<input type="checkbox"/>	Sending to an Australian address (Registered Postage)	AUD\$10	AUD\$
<input type="checkbox"/>	Sending to an international address (couriered by DHL)	AUD\$35	AUD\$
TOTAL:			AUD\$

Part E: Payment		
<input type="checkbox"/> Cash/Credit Card in person at Campus Central (Whyalla and Mt Gambier EFTPOS only)		
<input type="checkbox"/> Credit Card via email		
Credit card type (please tick):	Visa <input type="checkbox"/>	MasterCard <input type="checkbox"/>
Card holder name:		
Card number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Card expiry date:	Amount AUD\$	

Part F: Submitting your application to Campus Central
Please send your completed application form and a copy of current photo ID to ask@campuscentral.unisa.edu.au or submit in person to any Campus Central location.