

FACULTY OF LAW

Locker Allocation Form

The Melbourne JD and Graduate Program



Student lockers are now available on Level 6 for use by graduate students within the Faculty of Law. In order to secure a locker, students are required to complete this form and pay a \$50 refundable deposit (*credit card or cheque/money order payment only*) to the Graduate Administration Office.

PLEASE NOTE: If a replacement key is required a charge of \$20 will apply.

Students undertaking The Melbourne JD, Full-Time Masters or Semester Length subjects:

After processing (please allow 5 working days), students will be allocated a locker and key for the period of time stated below. Students will be eligible to apply for a refund of the \$50 deposit upon return of the locker key and vacation of the locker in good condition, by the date specified by Administration. Please allow 1 month for refund to be processed.

Students Undertaking Graduate Diplomas, Part-Time Masters or Intensive classes:

After processing (please return form before commencing class to allow locker to be available by midday), students will be allocated a locker and key for the period of time stated below. The Locker will only be available for the duration of the intensive subject (i.e. 5 days). Students will be eligible to apply for a refund of the \$50 deposit upon return of the locker key by the date specified by Administration, and vacation of the locker in good condition.

Locker required from: ___/___/___ to: ___/___/___

Name: _____

Address: _____ Postcode: _____

Phone Number: _____ Uni Email: _____

Student ID: _____ Date: _____

Course/Class: _____

STUDENT RECEIPT OF KEYS

OFFICE USE ONLY
Date Received

Locker No: _____ has been allocated from ___/___/___ to ___/___/___

Student Signature _____ Date _____

Please note contents of the Lockers are not insured by the Faculty or University

LOCKER DEPOSIT

- I enclose a cheque/money order made payable to The University of Melbourne for \$50 in respect of the refundable locker deposit.
- I give authorisation to debit \$50 in respect of the refundable locker deposit from the following credit card held in my name (please mark credit card type):

Visa Mastercard Bankcard --

Cardholder's Name: _____ Expiry Date: _____

Signature: _____

