



**RHODES UNIVERSITY**  
*Where leaders learn*

**Finance Division**  
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**STOP ORDER FOR THE PAYMENT OF STUDENT FEES - 20\_\_\_\_\_**

NAME OF STAFF MEMBER:

EMPLOYEE CODE:

NAME OF STUDENT:

STUDENT NUMBER:

TUITION

LESS STAFF REBATE

OPPIDAN FEE

RESIDENCE FEE

OTHER

HANDOUTS/NOTES & CLUBS/SOCIETIES

SUB TOTAL

ADD OUTSTANDING BALANCE (IF ANY)

TOTAL

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**TO: SALARIES DIVISION**

PLEASE DEDUCT THE AMOUNT OF R \_\_\_\_\_ PER MONTH FROM MY SALARY FROM \_\_\_\_\_  
TO \_\_\_\_\_

I understand that in the event of leaving the employ of Rhodes University, the above calculation in respect of fees may be adjusted and any outstanding fees will become payable immediately. The balance outstanding may be deducted from any funds due to me unless alternate arrangements have been made with the University.

SIGNATURE OF STAFF MEMBER:

\_\_\_\_\_

DATE:

\_\_\_\_\_

CONFIRMED BY:

\_\_\_\_\_

DATE:

\_\_\_\_\_