# **ZeeFi**

# STUDY NOW PAY LATER

(Package)

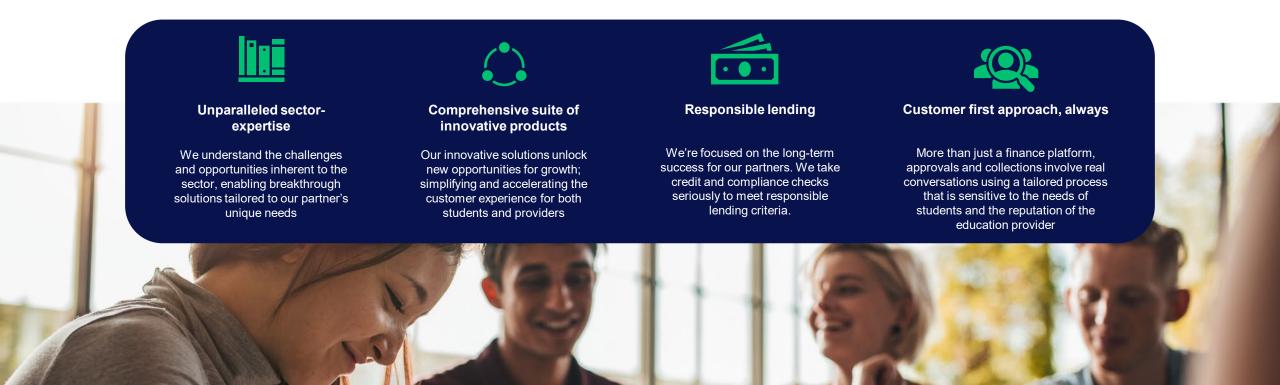
**Education Partner Welcome Pack** 



## Welcome to the team

We're excited to partner with you and help grow your education business

ZeeFi is Australia's fintech partner to the education sector, committed to helping education providers unlock capital and grow enrolments, and removing financial barriers so students can reach their full potential.





Study Now Pay Later (SNPL) removes the financial barriers that stand in the way of enrolling students who want to study with you. With SNPL, students can spread their course cost over 36 months with flexible, interest-free payments.

Meanwhile, you get paid upfront – providing cashflow certainty so you can plan and grow.



### Plan amount

Available for courses valued \$500-\$20.000



### **Upfront payment to Education Providers**

Payments are generally made within 3 days from when funds are requested



### Plan term

6 / 12 / 18 / 24 / 36 months



### **Payment schedule**

Fixed payments can be made weekly, fortnightly or monthly over 6 – 36 months terms



### **Customer Support**

Our Financial Hardship and Customer Vulnerability Support Program is there to assist if your student's financial situation changes.

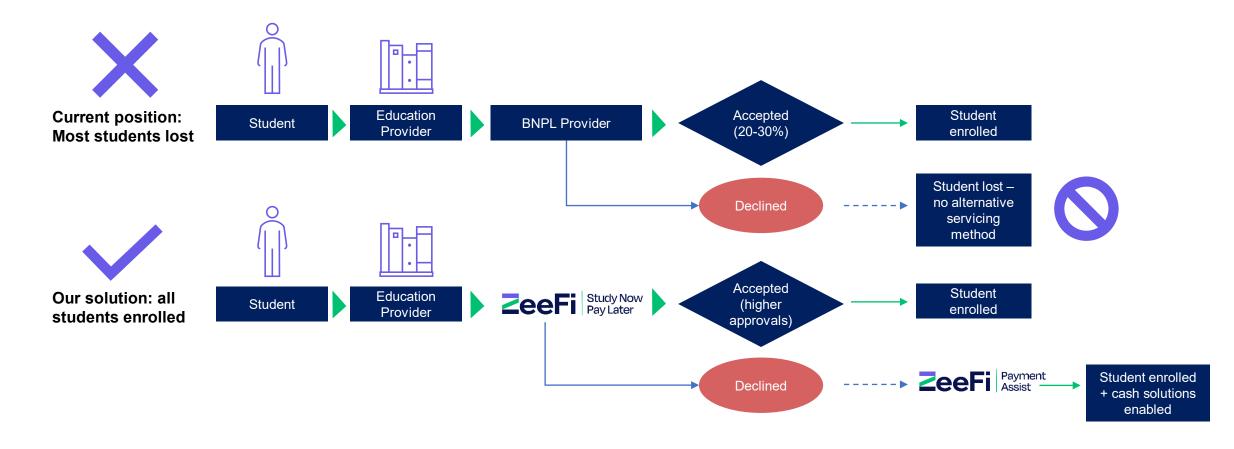


### Fees

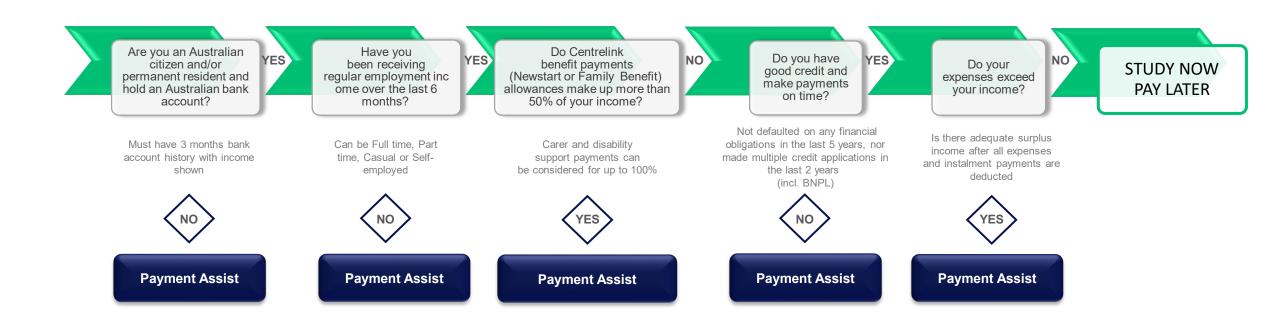
- \$50/\$80 establishment fee (depending on your choice of package) which can be paid by you or added to your student's payment plan.
- \$7 monthly account fee paid by student
- Arrears penalty: A flat arrears fee of \$35 will be charged to the account for more than 21 days overdue.
- Dishonour fee: \$15 applies for each dishonoured payment.

# **SNPL Package – The Comprehensive Solution**

Combining our Study Now Pay Later solution with a Payment Assist servicing and cash funding solutions enables education providers to enroll ALL students and access cashflow solutions not enabled by BNPL alone



# **SNPL** Package – Pre-screening Questions



PLEASE NOTE: The above criteria do not guarantee suitability for Study Now Pay Later payment plan and should be used as a guide only. The applicant must demonstrate serviceability and meet other qualification criteria to be eligible for Study Now Pay Later including:

- · be at least 18 years of age (or 16 years of age where parent/s are applying for the loan on behalf of the student)
- · having adequate surplus income after all expenses and Estimated Monthly Instalment (EMI) are deducted from income
- satisfactory bank account conduct over the last three months.
- sound credit score without adverse credit information such as defaults, court proceedings, bankruptcy, Part IX agreements
- satisfactory pass of ID Matrix



How it works: Application



Before you begin an application, kindly ensure the applicant meets the eligible criteria and have the following documents ready.

### STUDENT ELIGIBILITY

- ✓ Be an Australian citizen or Permanent Resident
- ✓ Be 18 years or older OR 16 years old where the parent applies for the plan
- ✓ Be able to service the payment plan repayment amounts
- ✓ Repay the plan off in designated plan timeframe
- ✓ Single borrower only no joint applications

### **DOCUMENT CHECKLIST**

- Driver Licence or Passport
- ✓ Medicare card
- ✓ Bank details

To ensure the Study Now, Pay Later product is right for you, please answer the short questions below to ensure your suitability.

Are you over 18?

Are you an Australian Citizen or Permanent Resident?

Are you employed, full time, part time/casual or self-employed?

You confirm there are no planned changes to your financial situation.

You acknowledge that the interest free payment plan is only available to fund the course in which you are undertaking?

You agree that the funds provided by us for your course will be paid directly to the Education Provider?

You agree to repay all amounts due (including fees and charges) in full even if you do not complete the course for any reason?

You have read the Target Market Determination document relating to the Study Now, Pay Later product on our website to ensure this product meets your current needs, objectives and financial situation?







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# **Privacy & SMS Check**

This SMS verification step allows applicants to receive importation information regarding their application which is part of compliance.

### **Privacy & Consent Notice:**

- We are required to share with you some important information regarding your application.
   We will send you an SMS with links to our Credit Guide, Privacy Policy and Credit Reporting Information Statement.
- By providing your mobile number, you will receive an SMS with a verification code including a link to those policies. It is important that you read this information. By providing us with your verification code, you acknowledge that you have reviewed this important information and accept the terms and conditions of those policies.

# SMS verification Mobile number Please read the important information at <a href="https://zeefi.io">https://zeefi.io</a> /legals/. If you are happy to proceed with your application, enter the one-time code 5089de Resend SMS Code Proceed



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# **Student Information**

Fill in applicant's basic information, Medicare and driver licence details.

YOUR DETAILS	INCOME, E: BANK AG		CONFIRM AGREEMENT	VERIFY YOUR INCOME & EXPENSE
•		)———	<u> </u>	O
Are you a parent applying on student for this payment plan	behalf of the ?			
Yes	No			
Borrower Information				
First name		Middle Name	e (Optional)	
•		•		
Last name		Gender		
4		Ø Male		<u>~</u>
Email		Confirm ema	il	
Mobile number		Date of birth		
04 35569688		dd/mn	n/yyyy	
Number of dependents		Relationship	status	
₩ 0	~	♣ Single	•	~
Home address				
♠ Enter a location				
Manual address (options	al)			

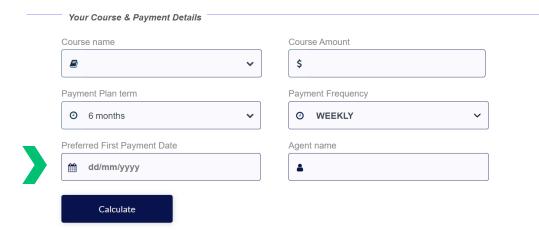
Medicare	
Colour	Number
■ Green ∨	
Card position	Valid to (mm/yyyy)
In 1 ×	1 / уууу
Identification	
Identification type	
Driver licence	
Driver licence number	State
<b>5</b>	<b>♀</b> ACT
Driver Licence Card number	Expire on
	i dd/mm/yyyy
Alternate Contact	
Note: This is a backup contact only to be used if we lose	e contact with you.
First name	Middle Name (Optional)
4	
Last name	Relationship with Borrower
4	<b>≗</b> Employer ∨
APhone Number type	<b>♣ Employer</b> Mobile number



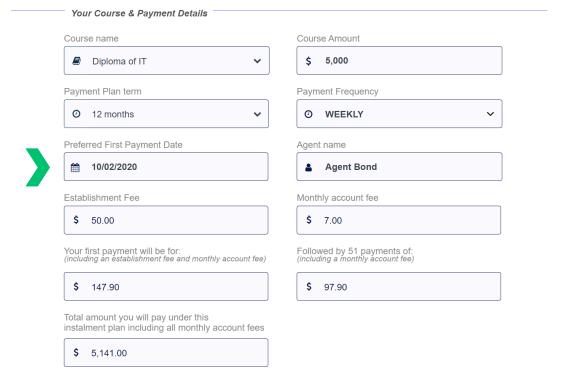
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Fill in course details, payment plan term and payment frequency to calculate payment amount.



Preferred First Payment Date: This is the date that the student would like their first direct debit to be. If an application is completed in full, approved and funded before this date, we can accommodate. If not, the first payment date will be the next payment frequency (weekly, fortnightly, monthly) the student has chosen from initial preferred payment date AFTER an application is approved and funded.



Here is an example of the payment amount.



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**ZeeFi** 

# **Direct Debit Account Details**

Fill in applicant's direct debit account details.

nk name	Account holder name
: 1	*
ount number	BSB number
<u>I</u>	<u> </u>



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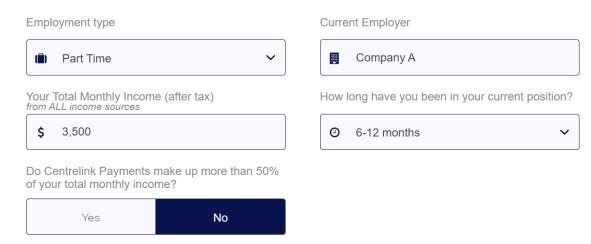


**ZeeFi** 

# **Income Details**

Fill in applicant's employment and income details.

### **Income Details**





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# **Expenses Details**

Fill in applicant's monthly living expenses, then click 'calculate' to calculate the income surplus.

# Monthly Living Expenses (exclude any residency Payments) Residency Status Renter Monthly Residency Payment Monthly Residency Payment Monthly Repayment for your Payment plan \$ 600 \$ 97.90 Note: including rent, utilities, food, telephone/internet payment obligations etc. This is the total amount of expenses you currently pay each month.

Back

Calculate your surplus

Here is an example of a surplus calculation

Calculate your surplus	
Total monthly income	Total monthly expenses
\$ 3,500.00	\$ 1,197.90
Surplus	
\$ 2,302.10	
	L

By clicking Continue, you confirm that the declared income and expense figures are accurate to the best of your knowledge.

Back Continue



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# **Eligibility Outcome**

For EPs on package and on 'Same Terms or Different Terms' - Less than \$50 surplus check

If there is less than \$50 surplus, and the EP has elected the 'Same Terms', the system will automatically convert the application to a Payment Assist application with the same terms specified in the SNPL application. If the EP has elected to have 'Different Terms', the system will convert the application to Payment Assist and update the status to "Payment Assist – Refer". This status will allow EP users to elect different terms for the converted application. In both scenarios, applicant will receive the following notification.

# Thank You! The application process is now complete. Please click 'Submit' to finalise your application and we will be contacting you soon with an outcome. Kind regards, ZeeFi

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# **Eligibility Outcome (cont.)**

### More than \$50 surplus check

If there is more than \$50 surplus, applicants will be asked if they wish to continue with the rest of the application in the current window or via email.

### Please Confirm

The next steps will require you to review and sign your agreement, and provide bank statements to us via online submission.

Would you like to complete the rest of the application here or via email?

Complete here

Send via Email

### Thank You

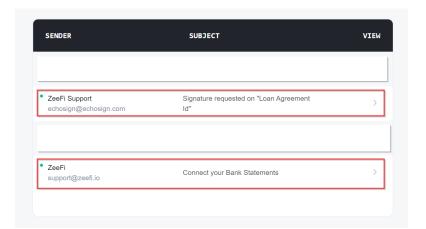
We have sent your plan agreement and bank statement submission link to your email address.

Please check your inbox to sign your plan agreement and submit your bank statement to complete your application.

Click here to close

### Hang tight!

We are now generating your student agreement so please do not click Back or Refresh the screen, it will appear shortly.







### Please note:

This window with the options is turned off by default. This means that once the applicant has advised their surplus is more than \$50, the system will send out the bank statement submission link and agreement for signing via email.

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Adobe Acrobat Sign

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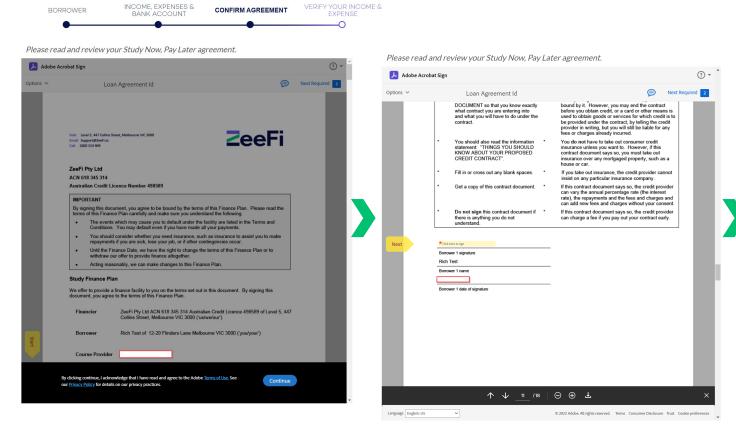
FAQs

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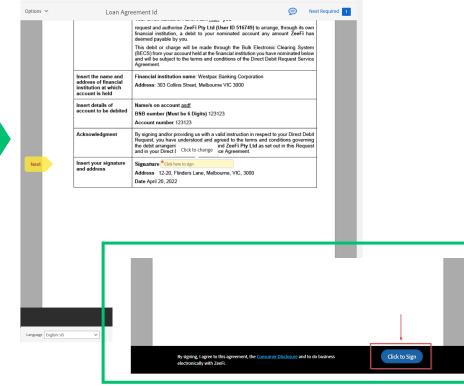
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# **Sign Agreement**

Applicant to read and review their SNPL agreement followed by signing it electronically.



Please read and review your Study Now, Pay Later agreement.



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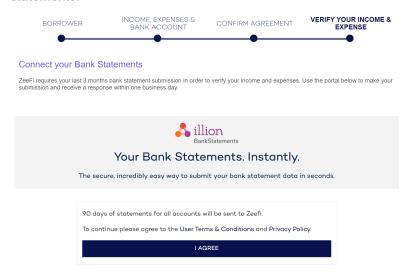
Partnership

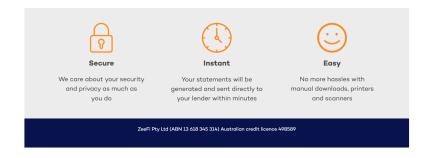
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# **Verify Income & Expense**

Applicant will be navigated to Illion for income and expense verification. When providing students with credit, we're legally obliged to ask about and then verify the student's income and expenses. We do this by looking at their bank accounts and/or statements.





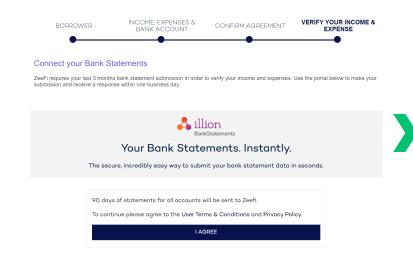


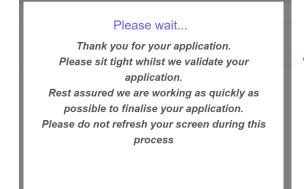
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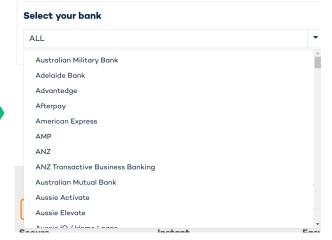


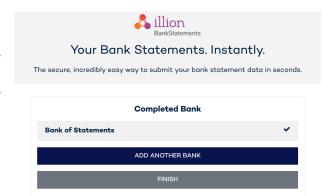
# **Submit Bank Statement**

The applicant will be prompted to submit a 90 days bank statement for verification.











The secure, incredibly easy way to submit your bank statement data in seconds.

ANZ	
Custon	ner Registration Number
Passwo	ord
DI	and the base of the second sec
	se note that once you submit your details, statements for all bank ounts will be automatically retrieved and sent to Zeefi.
	LOGIN
	BACK TO BANK SELECTION



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# 12 Application Outcome

### **APPROVED**

If the applicant is APPROVED under the autoapproval credit rules, they will receive this notification.

### Success!

Dear Rich Test.

Congratulations – your journey is about to start!

Thank you for your Study Now, Pay Later application. We are pleased to confirm your application has been approved for \$5,000.00 for your Course with

Your repayments will commence on 16/09/2022

We have sent a copy of your signed agreement to your email address. If you have any questions, please contact our team on 1800 324 909. We wish you every success with your studies and look forward to supporting you on your journey.

Best Regards ZeeFi

Click here to close

### PENDING APPROVAL

If the applicant does not meet all the rules, they will receive this notification and the application will be moved to 'Pending Approval'.

### Success!

Dear Richard Test,

Thank you for your patience.

We have a few further checks and balances we need to complete to finalise your application.

Your Education Provider will be in contact with you shortly to discuss your application.

If you have any questions, please reach out to your Education

Provider who will be able to assist you in finalizing your

application.

Kind Regards ZeeFi

Click here to close

### **REJECTED**

If an EP is not on SNPL Package and the application is rejected, the applicant will receive this notification.

### Notice

Thank you for your ZeeFi Study Now, Pay Later application.
Based on the information you have provided as part of your application; we are unable to assist you at this time. We encourage you to reach out to your Education Provider to discuss alternative ways you may be able to pay for your Course.

Should your circumstances change in the future you may wish to make another application.

We wish you all the best in your future endeavors.

Kind Regards

ZeeFi

Click here to close



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# **Application Outcome (cont.)**

When all is approved, applicants will receive this email notification.



### Hi Rich,

Congratulations your application for Study Now, Pay Later has been approved by ZeeFi!

We will fund your Education Provider on your behalf within the next 3 business days. Your repayments will begin automatically via Direct Debit.

ZeeFi wishes you all the best with your studies. If you have any questions about your plan, please don't hesitate to contact us or your dedicated Education Provider.

Kind Regards, ZeeFi Support 1800 324 909

1800 324 909 // support@ZeeFi.io // Level 5, 447 Collins Street, Melbourne VIC, 3000

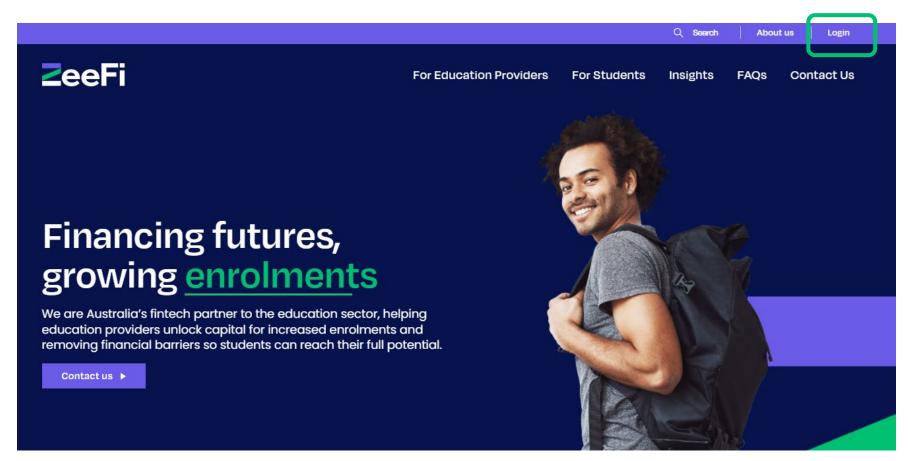
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ZeeFi Pty Ltd (ABN 13 618 345 314) Australian Credit Licence 498589



# How it works: Partner Portal

# **Homepage Portal Location**



Once you have created your password from our "Welcome to ZeeFi" email; log in from the homepage to access the **Partner Portal**.

The homepageis: **zeefi.io** 

About SNPL

# **How to Login**

# Login Login

Log in

Forgot your password?

Password



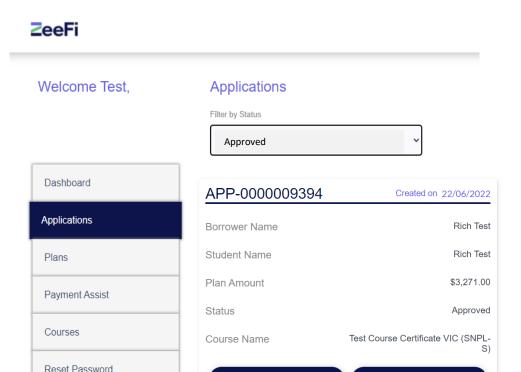
Your username will be the **email address** you have registered with ZeeFi.

Log in with your email address and your unique password. If you forget your password, click 'Forgot your password?' at the bottom left. Enter your email address and you will be sent a password reset email.

# **How to View Applications**

When you first sign in, you will see the 'Applications' tab

Here you can **search** an application by name or number, and you can also filter the applications through the '**Filter by Status**' drop-down menu.



Request Fund

More Info

# SNPL Package with Auto Drawdown:

About SNPL

### **New Entered:**

Student has not fully completed the initial application process (incomplete).

### **Pending Approval:**

ZeeFi is currently assessing the application.

### Approved:

Student has been approved for funding with ZeeFi. An application will only stay as approved if the student has not yet signed an agreement. You can check the agreement status by going into MORE INFO on that application

### **Processed For Funding:**

Application moves to this status automatically if the application is approved AND agreement is signed

### Funded

# SNPL Package with Manual Drawdown:

### New Entered:

Student has not fully completed the initial application process (incomplete).

### **Pending Approval:**

ZeeFi is currently assessing the application.

### Approved:

Student has been approved for funding with ZeeFi. Once signed, this is ready for EP to manually request the funds and the 'Request Fund' button will be highlighted.

### **Processed For Funding:**

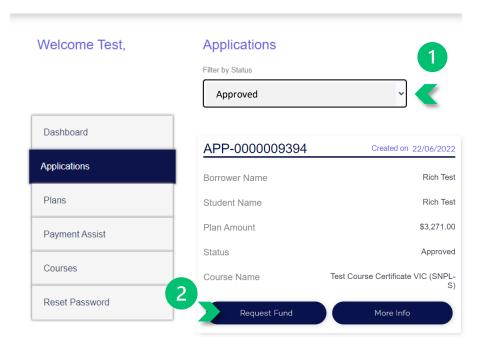
Application moves to this status once EP inputs drawdown date.

### Funded

# **How to Request Funds**

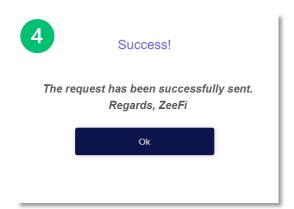
(For EPs on manual drawdown)

### **ZeeFi**



### Please enter the Fund Release Date





- 1. To request for funds, filter by 'Approved' applications. Once the student agreement is signed, this is ready for EP to manually request the funds and the 'Request Fund' button will be highlighted. You can check the agreement status by going into MORE INFO on that application.
- 2. Click the 'Request Fund' button
- 3. Generally, this should be the same date as the student commencing study date. Please allow at least 3 business days for the system to setup and activate the plan.

Please also allow 5 business days for the funds to be remitted to your nominated account from the requested date.



# Payment Assist – Refer

(For EPs using different terms - activating Payment Assist (PA) plan, for students not eligible for SNPL)

If the education provider (EP) is on a package and wish to invoke different terms when a student is rejected from SNPL, the status 'Payment Assist – Refer' will allow the EP to update the terms for the Payment Assist application and fire the updated Payment Assist agreement for student to review/sign.

### **Applications**



This new status can be filtered in the EP portal. Status flow:

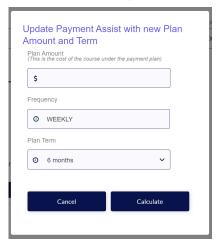
- Approved once you have changed the terms and sent the new agreement
- Signed triggers auto email to let the EP know to log in to their partner portal to activate the Payment Assist plan.
- · Processed for Funding
- Funded



The "Request Different Term" button prompts EP to update the terms and send the new PA agreement to student.

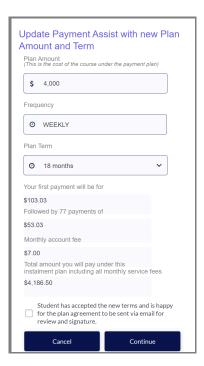
After the 'disclaimer' and 'Continue' button is clicked, the system will send the PA agreement to the student and a 'Success' message will appear. EP can click 'Ok' to close.

EP can only change the amount and term, not the frequency.



The updated Payment Assist agreement with the new terms/amount has been sent to the student via email.
Regards,ZeeFi

Before an EP can send the Payment Assist agreement, the EP will be asked to confirm the student is satisfied and agrees to the new terms

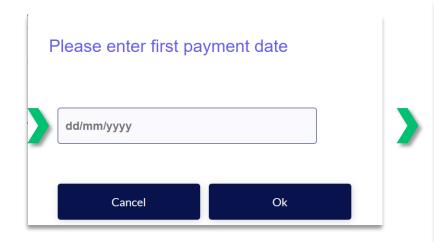




# **Payment Assist – How to request funds**

Unlike SNPL, EPs will need to manually request for funds for Payment Assist plans.









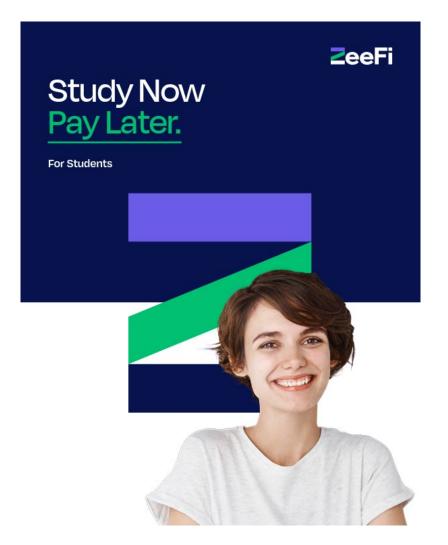
# Marketing Materials



# **Student Flyer**



# Student Brochure + FAQs



We have a range of digital assets and marketing materials that you can use to promote ZeeFi across your brand channels to let students know that ZeeFi financing is available for your courses to encourage enrolments.

### Our Partner Resources page has:

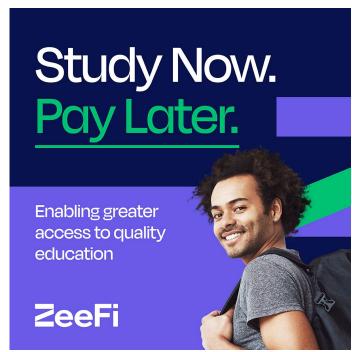
- Logo
- Brand guidelines
- Product copy for your website
- Brochures and flyers
- Social media tiles
- · Explainer videos

Visit www.zeefi.io/resources

### **Social Tiles**









# Maintaining a Successful Partnership

# **How to Grow Enrolments Together**



**ZeeFi** 

### Engage in regular meetings with ZeeFi

- Dedicate time for a one-hour onboarding training session, followed by:
- · Ongoing monthly or bi-monthly catch ups



### Have a ZeeFi page on your website

• Promote ZeeFi financing solutions to your students on your webpage. If you have a pricing or payment solution page, this is a great place to add ZeeFi

Welcome

· Assets like logo and copy required for webpage are available on the Partner Resources page



### Keeping information relevant

- This includes changes on course details, price, staff etc.
- Be sure to also share any updates on ZeeFi products to your entire team



# Regularly communicate the availability of ZeeFi financing solutions to your prospective students

- · Social media posts we have social media tiles readily available for you to use on the Partner Resources page
- Email campaigns when emailing prospects leading up to intakes, include information about ZeeFi to further convert leads and attach student brochure/flyer available on the Partner Resources page



### Understand how to use the Partner Portal

· This helps you stay on top of monitoring student applications and plans as well as requesting funds

# **FAQs**

**ZeeFi** 

### How do I receive the log in details for the Partner Portal?

When you sign an agreement with us, we'll create you a <u>Partner Portal</u> account. We'll also send you a welcome email with your username and one-time password for the first time you log in.

### **How to log in to the Partner Portal?**

Go to our <u>Partner Portal</u> and provide your verified email address and password. If you've forgotten your password, follow the prompts to reset it.

### I can't reset my portal password, what can I do?

If you tried resetting your account password but didn't receive the "Reset Your Password" email, follow this guide to help you troubleshoot the issue.

### Can I submit an SNPL application on behalf of a student?

Yes, however the student will need to complete some parts of the application independently, such as providing bank statements. You will need to email your student a link (as part of our automated process) so they can upload their statements via <a href="mailto:bankstatements.com.au">bankstatements.com.au</a>.

### Why do you require my student's online bank details?

When providing a student with credit, we are legally obliged to ask about and verify their income and expenses. We do this by looking at their bank accounts and/or statements via the bankstatements.com.au service, provided by Illion (formerly Dun & Bradstreet). Illion is independently tested and audited by external security experts and encrypted with bank-level security. We are limited to read-only access to bank statements, and we can't view passwords or make transactions.

### How long does it take to process a student's application?

Our application is entirely online and the approval process is automated, so students can get a decision on their application within a minute.

### How will I be notified when a student's application is approved or declined?

We'll send you a daily report at close of business, including approved and declined applications. In addition: a student's application status in our Partner Portal will update to 'Approved' or 'Rejected'. Once a student has been approved and has signed the agreement, you'll receive an email notification so you can log into the portal and activate the payment plan.

### How do I cancel a student's application?

Contact your Account Manager or email support@zeefi.io to cancel an application.

### What happens if a student defers education or fails a unit?

We recommend they first speak to you about re-sitting the unit or deferring their studies. They will still need to make repayments in line with their agreement.

### What happens is a student stops studying before completing repayments?

If a student withdraws from your course, they need to pay the remaining balance under their agreement, subject to your refund policy. Any refunds you issue will be paid to us to place against the outstanding obligation.

### What if a student gets into financial hardship?

We understand circumstances can change and are committed to servicing collections with compassion. If a student finds themselves in financial hardship, they need to call us immediately. We will try to work with them to reach a payment arrangement that is individual to their needs.



# Thank you



