

PROFORMA INVOICE

[Institution Name]
[Street Address]
[City, State, Zip]
[Email/Phone]

Date: [Date]
Invoice #: [Reference No.]
Student ID: [ID Number]

Bill To:

[Student Name]
[Billing Address]
[City, State, Zip]
[Phone Number]

Enrollment Details:

Program: [Program Title]
Term: [Semester/Year]
Start Date: [Date]

Course Code / Description	Quantity	Unit Price	Total
[Course/Module Title Name]	1	0.00	0.00
Distance Learning Technology Fee	1	0.00	0.00
Registration Fee	1	0.00	0.00

Subtotal: [Currency] 0.00

Tax: [Currency] 0.00

Grand Total: [Currency] 0.00

Payment Instructions:

Bank Name: [Name]

Account Number: [Number]

SWIFT/IBAN: [Code]

Note: Please include the Student Name and Invoice # as payment reference.

** This is a proforma invoice for enrollment purposes and not a tax receipt.*