

ONE-OFF PAYMENT DEFINITIONS

TERM	DESCRIPTION/REQUIREMENTS	ONCOSTS CHARGED
Honorarium	Voluntary fees for normally unpaid services, especially professional services. Honorariums include payment (usually up to \$450) for marking of thesis.	PRT only
Other one-off payments	<p>Usually where an amount of money/rate has been agreed between parties eg seminar, consultancy, workshop.</p> <p>Duties adequately catered for under the University's various job categories and classifications should NOT be paid for on a one-off payment form.</p> <p>This form should not be used for regular fortnightly salary payments.</p>	PRT ELA UniSuper Award Plus Plan (APP) PRT on UniSuper APP
Allowances for living expenses	<p>Please specify the fortnightly allowances to be paid to the visitor.</p> <p>Please ensure the visitor's bank account details are entered on the form before forwarding it to Human Resources.</p>	No oncosts