

Refund Application Form

Student Name:		Student ID:	
Course:			
Date of withdrawal:			

Enrolment status	Please tick box
I have commenced my course	
I have not commenced my course	
I currently owe fees and want them reconsidered	

Reason for refund request

Student Signature:	
Printed Name:	
Date:	

Refund Application Form

Payment Details	
Bank Cheque	
Cheque payable to:	
Address:	
Postcode:	Country:
Telephone:	Mobile:
Email:	Fax:

Electronic Payments in Australia	
Bank name:	
Name of account holder:	
BSB number:	
Account number	

International Electronic Payments (please be noted bank fee may apply)	
Name of account holder:	
Bank name in full:	
Branch address:	
Country:	
Full account number:	
Swift code:	
Applicants Signature:	
Date:	

Official Use Only			
<input type="checkbox"/> Pre arrival / commencement refund		<input type="checkbox"/> Post commencement refund	
Student number:		Payment received date:	
First name:		Last name:	
Refund application received by:		Date received:	
Refund approved by:		Date approved:	
Refund sent to student:		Date sent:	
Total amount received:	Deductions:	Amount payable:	