

## Refund Application Form

### About this Form

This form is to be used when making an application for a refund. Please note that in the event we cancel the course before or after commencement, you do not need to complete this form, and a refund will be automatically provided to you as per our Fees and Refunds Policy and Associated Procedures.

All refunds will be processed as per the information included in the International Student Handbook about fees and refunds. Provision of bank details below are taken to mean that you authorise payment to this account.

### Student Details

Student Name			
Student ID			
Date of Birth		Gender	Male   Female   Other
Course			
Nationality			
Address (including street number and name, suburb or town, postcode and country)			
Postal Address (If Different)			
Phone Number/s			
Email Address			

### Reason for Refund

Please briefly describe the reason you are seeking a refund.

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## Bank Details

Bank Name	
Country	
BSB or SWIFT CODE	
Account Name	
Account Number	
Student Name	
Signature	
Date	

For Office use only			
APPLICATION FOR REFUND:	APPROVED NOT APPROVED		
Checklists:	NOTIFIED STUDENT SMS UPDATED PRISMS UPDATED		
Comments			
APPROVED / REJECTED BY:			
Staff Name:		Position:	
Signature:		Date:	