



Student Refund Request Form

STUDENT REQUEST

Name:	
Student number:	
Course:	
Reason for request:	
Deposit Account: Please note refunds will only be paid via electronic transfer. Please nominate an authorised account for deposits:	

Please tick one of the options below

Refund to Australian bank account

Account Name:	
BSB:	Acc No:

Refund to an overseas bank account

Beneficiary Name			
Beneficiary Address			
Bank Name		SWIFT CODE	
Bank Address			
IFSC/IBAN/CNAPS			
Account Name			
Account Number			
Account Currency			

CONDITIONS OF REFUND APPLICATION

- All refunds will be processed in accordance with **the Refund Policy and Procedures** and will be paid within 4 weeks.
- All refunds will be paid via **electronic funds transfer (EFT)** and will be paid in Australian dollars only. (*If your local bank does not accept Australian dollars, the refund will be paid in US dollars.*)
- Refunds will be paid into the same account as was used to make the original payment, unless you authorise a third party to receive the payment on this form.
- Refunds for payments made by credit card will be transferred back into the credit card account and not to any other account.
- Please be aware that your bank may deduct banking transaction fees which could affect the final amount you receive.

STUDENT'S DECLARATION

1. I hereby certify that the information I provided in this form is correct and complete. I acknowledge that the provision of incorrect or incomplete information may result in a delay or prevent refund processing.
2. I have read and agree to **the Refund Policy and Procedures** and the above conditions of refund.
3. I acknowledge that if my refund is sent to a third party as declared in Section 4, the refund will not be paid directly to me.
- 4. I authorise refunded amounts to be deposited into the above nominated account.**

Sign:

Date: