

Refund Application Form

Student Name:		Student ID:	
Mobile/Phone		Email address	
Course Name:			
Date of Withdrawal (If applicable):			

Enrolment Status	Please tick (✓) appropriate box
I have commenced my course	☐
I have not commenced my course	☐
I currently owe fees and want them reconsidered	☐

Outline Reason for Refund Request: (Attach additional pages if required)
Evidence Attached: List all evidence attached to this Refund Application Form

Payment Details:			
Deposit Paid:	\$	Enrolment Fee Paid:	\$
Tuition Fee Paid:	\$	Material Fee Paid:	\$
Other Fee Paid: (Please specify)	_____ \$		
TOTAL PAID:	\$		
Refund Request Amount:	\$		

Bank Account Details (For payment to be paid into, subject to approval):			
Account Name:		Bank Name:	
BSB/ SWIFT Code:		Account Number:	
Beneficiary Address:			

Student Signature:	
Date:	