

REFUND APPLICATION FORM

Please Note: 1. Applications for refunds may take up to 28 working days to be processed. There is an Administration Charge to be paid by the student. Refer to the Cancellation and Refund Policy on the College website. 2. Refunds will be made payable to the student and sent to the student. An explanation as to how the refund was calculated will be forwarded with the payment.

Student Name:

Student Number:

Course Name:

Course Code:

Address:

Contact Phone Number:

Receipt Number:

(Please attach a copy of receipt)

Bank Details for Refund

Account Name: Account Number:

Bank Name: BSB:

Branch Address:

Country:

International Transfer Only

SWIFT Code: Branch Number:

Reason for Refund Application

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If withdrawing from a course, then a copy of the **Request for Course Cancellation or Withdrawal Form** is required to be attached.

Declaration

I have read and accept the REFUND POLICY and declare that the information provided is correct and complete. I understand that any refund must comply with the terms and conditions.

Student Signature: Date: