

## Request for Refund

*This form must be signed with ink (digital signatures not permitted) and submitted from the registered email address of the student*

<b>Name:</b>		<b>Student No:</b>		
<b>Course name (s):</b>		<b>Course Start Date (s):</b>		
<b>REFUND REASON</b>	<input type="checkbox"/> Visa refusal - <i>must be accompanied by DIBP paperwork stating your visa refusal</i>			
	<input type="checkbox"/> Other reasons - <b>more than 4 weeks</b> prior to the course start day			
	<input type="checkbox"/> Other reasons - <b>less than 4 weeks</b> prior to the course start day			
<b>Have you previously changed your course start date?</b> <i>Refunds (for "Other reasons") are calculated from the original accepted start date</i>			<b>Yes</b>	<b>No</b>
<b>On your signed written agreement with us did you authorise your education agent as a specified person to receive your refund for you?</b> <i>(Refunds may only be repaid to the specified person on your written agreement or a bank account in your name ONLY)</i>			<b>Yes</b>	<b>No</b>
<b>Do you still wish for your education agent to receive your refund on your behalf?</b>			<b>Yes</b>	<b>No</b>

### Refund to

<input type="checkbox"/> Bank in Australia – please complete below:	
BSB:	
Account Number:	
Account Name:	
<input type="checkbox"/> Bank Overseas – please complete below:	
SWIFT code:	
Bank Name:	
Bank Address:	
Account Number:	
Account Name:	

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Return this form to [finance@ihbrisbane.com.au](mailto:finance@ihbrisbane.com.au) only; IH Brisbane – ALS will respond within **5 working days**.

Approved	Not Approved	By
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