

APPLICATION FOR REFUND

INTERNATIONAL STUDENT

Important information:

- You are required to check important dates at usc.edu.au/calendars and refer to the *Student Fees, Charges and Refunds — Procedures* at usc.edu.au/FeeProcedures before you submit this Application for Refund, to ensure you understand in what circumstances you will be eligible for a refund and where you may incur a cancellation charge.
- Provide relevant supporting documentation (eg medical certificate, visa refusal letter from the Department of Home Affairs (DoHA))

1.0 STUDENT INFORMATION

<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Student ID Number	Family name:	Given name:
Telephone number:	Email address:		
Mailing address			
Number and Street / PO Box:		City / Suburb:	
State:	Postcode:	Country:	

2.0 REASON FOR REFUND

<input type="checkbox"/> Indefinite withdrawal from University	<input type="checkbox"/> Financial	<input type="checkbox"/> Family/Personal	<input type="checkbox"/> Health/Medical	<input type="checkbox"/> Visa refusal
<input type="checkbox"/> Failed to meet conditional entry requirements	<input type="checkbox"/> Other (please specify):			<input type="text"/>

3.0 ORIGINAL PAYMENT METHOD

Amount paid: \$	<input type="text"/>	Payment date (as per receipt):	<input type="text"/> DD	<input type="text"/> MM	<input type="text"/> YYYY	Receipt number:	<input type="text"/>
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Any refund owing to you will be paid via the original payment method for the transaction which the refund relates to.

- If you paid via UniSC's payment partner Flywire, your refund will be refunded via Flywire.
- If you paid directly to UniSC by debit or credit card, your refund will be made to the account associated with the card.

4.0 STUDENT DECLARATION

I declare that to the best of my knowledge the information supplied is correct and complete. I acknowledge that incomplete information may result in the application being returned to me and/or may cause my refund to be delayed. I agree to be bound by the status, policies, guidelines and rules of the university amended from time to time and agree to pay all fees and charges directly arising from my enrolment.

Student signature:	Date:
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APPLICATION OUTCOME

All refunds will be processed in accordance with the *Student Fees, Charges and Refunds — Procedures* for International students and will be paid within 28 days from the date the University has received ALL documents required. Please be aware that your bank and the corresponding bank may deduct banking transaction fees which could affect the final amount you receive.

PRIVACY STATEMENT

The information on this form is being collected for the express purpose of processing your refund and will not be disclosed to third parties. Visit the University of the Sunshine Coast Privacy Policy at: usc.edu.au/privacy

LODGEMENT

Please submit this form to: refund@usc.edu.au

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→ OFFICE USE ONLY

Original amount paid: \$	Cancellation fee: \$	Item type: 12000000120
Refund amount: \$	Account code: 1.099.00000.21534	
OneStop payment reference number:	peerTransfer payment ID:	

→ USC INTERNATIONAL USE ONLY

DoHA notified of Student Default

Refund due by:

Authorised by: Finance Officer, International Office

Signature:

Date:

→ STUDENT ADMINISTRATION USE ONLY

PeopleSoft account checked and refund verified by:

Name:	Initials:	Date:
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Cancellation fee posted in PeopleSoft by:

Initials:	Date:
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Refund processed in PeopleSoft by:

Initials:	Date:
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→ FINANCIAL SERVICES USE ONLY

Checking Officer 1:

Signature:	Date:
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Checking Officer 2:

Signature:	Date:
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