

Refund Request Form

Note: Please make sure that you have read and understood all the related policies – in particular, the Fee Refund Policy – before submitting this form			
Student ID:			
Student Name:			
Enrolled Course(s) (Please list all the courses you are enrolled in)	Course Code:		Title:
	Course Code:		Title:
	Course Code:		Title:
Full Address:			
	Country:		Postcode/ZIP:
Reason(s) for Request for Refund – Fill in the Details (Supporting documents/evidences must be attached. Aussie Training Courses may not be able to process a refund if satisfactory reasons and supporting documentation is not provided)	Medical		
	Visa related		
	Transfer		
	Other		
Bank Details for Electronic Refund (As applicable)	Bank Name:	Branch Number/BSB:	
	Bank Address:	Account Number:	
	IBAN:	Swift Code:	
Student Declaration:	Declaration: I have fully read and understood refund policy and understand that the refund can only be made to myself or a personal authorised by me in writing.		
Sign:			Date:

ADMIN use only:

Refund Request	Granted	Declined
If Granted	Eligibility	Amount: A\$

Note: Please refer to Fees & Refund Policy for applicable criteria	Partial refund	Amount: A\$
	Applicable Criteria	
	Refund by	Date:
If Declined	Reason(s) for Decision:	
Notify student		
Approved by	Name:	Signature: Date:

Please handover this form at reception desk of Aussie Training Courses at aussietrainingcourses@gmail.com

