APPLICATION FOR REFUND

Refunds will be paid within 28 days of receipt of a complete application and applicants will be provided with an electronic letter explaining how the refund was calculated according to the principles within this policy. Applicants must specify their preferred email address in this Refund Application form. Any bank fees, fines, etc. incurred by GBC will be passed on to the student.

Received By:		Date:	…./…./….

Student Information

Student Name:		Student ID:	
Email ID:		Mobile:	
Course enrolled in:			

Reasons for Refund Application

Bank Account Details

If bank details are not provided, the refund will be transferred to your agency's account. (if applicable)

Australian Bank Account

Account Name:			
BSB:		Account Number:	
Name of Bank:			

GEORGE BROWN COLLEGE

International Bank Account

Account Holder Name:	

Account Holder Address:	

Account Number:		Swift Code:	

IBAN:		Currency:	

Bank Address:	

Have you understood our refund policy?		Yes		No

The refund processing fee of $200 and the overseas transfer fee will be deducted from the due refund amount.

Student Signature:		Date:	…./…./….

OFFICE USE ONLY

DECISION				REFUND DETAILS	
	Approved		Not Approved	Amount paid by the student: $	

Applicable Refund Policy Clause:		Amount refunded: $		Date:	…./…./….

Communication Log on RTO Manager:		Yes		No	PRISM report is done in case of VISA refusal:		Yes		No

Refund details letter sent and saved in the student folder:		Yes		No

This form is scanned and saved in the student folder:		Yes		No

Staff Signature:		Date Processed:	…./…./….