Student Application Refund Form

Submit completed form to **Student Accounts** or email to **refund@bond.edu.au**.

Important Note: All refunds will be processed via the original payment method

Prior to completing the refund form please ensure your account is in credit and you have read the **Refund Policy** at **bond.edu.au/refund** to confirm you are eligible for a refund.

To avoid delays in processing your application please check your details below are completed correctly and the necessary supporting documentation is attached.

Date: _____   SID: _____

Last name: _____   First name: _____

Email address: _____   Phone number: _____

Student signature: _____   (signature not required if emailing form)

REASON FOR REFUND

*Please provide supporting documents and explanation if withdrawing for any of the reasons below.

☐ Visa application Refusal*   ☐ Did not meet Bond University Entry Requirements*

☐ Serious illness or personal misadventure*   ☐ Other (provide details below)

Further details:

_____

Thank you for your application.

We aim to respond within 5 working days with either confirmation of your refund, or a request for further information based on your original method of payment:
- o If original payment by **credit card or paypal online** - no further information required
- o If original payment by **Bpay, credit card (n person) or direct transfer** - you will receive a request for credit card or bank details
- o If original payment through **Convera** - you will receive a request for international bank details

OFFICE USE ONLY

Accounts: _____   Payment method: _____

Amount $ _____

Credit Manager _____   Date: _____

Convera Refund: Approved
                    Payment Processed

Credit Manager: _____   Sent to Accounts Payable: _____

Date: _____   Accounts Payable posted by: _____

Date: _____

Cost Centre: 100 301 205 (NA)