

TEQSA provider: PRV14350
 CIRCOS Code:04018B

Student Details

 Student Name*

 Student Number

 Date of Birth*

 Email*

 Contact Number*

 Address

 Course Name(s)

Reason for Refund:

(Tick applicable box and attach required documentation)

 Visa refusal (Withdrawal form & confirmation letter from Department of Home Affairs must be attached)

 Withdrawal from ALL Studies (copy of withdrawal form must be attached)

 Transfer to another Institution (copy of new Offer Letter must be attached)

 Other (please state)

Refund Payment Details (Please choose one)

 Refund into an Australian Bank Account (Electronic Funds Transfer (EFT)) Account Name

 Bank Name

 BSB

 Account Number

 Refund into an Overseas Bank Account (Telegraphic Transfer (TT))

Note: Refunds are normally made in the currency of your country of permanent residency. Melbourne Institute of Higher Education (MIHE) is not liable for any bank charges or variance from foreign exchange rate fluctuations.

 Accountholder Name

 Requested refund amount

 Bank Name

 Bank Address

 Swift Code

 BSB Number

 Account Number

Account Currency

 AUD

 USD

 EUR

 GBP

Authorised Person

(Complete this section if you are applying for the refund to be paid to another person)

 I (student's name)

 authorise for my refund of tuition and/or other fees to be transferred to the account of (name of authorised person)

 (relationship to the person)
 who is my

Student Declaration

I declare that I have read and understand the MIHE Refund Policy and Procedure.

In signing this application for refund of tuition fees, I state that the information provided is true and correct. I understand my refund will be processed within 4 weeks from the date the MIHE has received all the required documentation.

Student Signature and date

<input type="text"/>	Date
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For Students Under the Age of 18

 Name of Parent/Guardian

Signature and date

<input type="text"/>	Date
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OFFICE USE ONLY
 Refund Approved

 Refund Not Approved

 Staff Name

 Signature and Date

 Comments

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 dd mm yyyy