

## UTF35—Application for Refund of Tuition Fees

Your full name:	
Mobile number:	Home phone:
Email:	
Address:	
Course enrolled:	
Course start date	
Apply for a refund of tuition fee of: \$ _____.	

Reasons for refund:

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Conditions for refund:

1. Applications will only be approved if it complies with the relevant provisions of the UTA Institute of Technology (UTAIT) refund policies (UTP23)
2. Any outstanding amounts due to the College and any applicable costs or changes that may be levied by their bank for.
3. Refund will be reimbursed to the student in the same way the original payment was made.
4. Banking regulations require that credit card refund is only processed back to a card if the original payment was made by credit card AND can only be credited back to the originating card. The College accepts no responsibility if a student does not receive the refund credited to the originating card (including where the card belongs to a third party)
5. The student agrees to repay UTA Institute of Technology (UTAIT) on demand any payment credited to the student in error. The Institute reserves the right to set off the amount of any overpayment made in error against any liability (including any future debt) owing to UTAIT by the student.

Method of Payment: (Read condition 3,4,5 above)

1. Refund through Credit Card:

Name of card holder	
Credit Card number	
Card Expiry Date	Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> Master

Or 2. Refund through Electronic Funds Transfer / Telegraphic Transfers to Bank Account

Name of account holder	
Name of Bank	
BSB:	Account number:

Student's Declaration:

I, the student applying and submitting this application declare that I have read, understood and accept the conditions of this refund application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Official Use Only:

Refund Amount: \_\_\_\_\_

Approval is hereby given for the above refund payment and related amendments to student financial liability records.

Authorised by: \_\_\_\_\_; Date: \_\_\_\_\_

Refund details: \_\_\_\_\_; Receipt number: \_\_\_\_\_