

Name:		Refund No	
Student No:		Date:	
Email:		Mobile:	
Course:		Start Date:	
Invoice Number:		Amount:	
Reason for refund: (Please attach any supporting documentation)			
☐ Visa Refusal ☐ Cancellation ☐ Credit Transfer ☐ Visa Renewal Refusal ☐ Visa Breach of Condition ☐ Withdraw ☐ Transfer ☐ Deferment ☐ Other Description _____			
Student Declaration			
☐ I have read and understood PEIA's Refund and Cancellation Policy. ☐ I have received the details about how my Refund has been calculated and agree to the refund calculated. ☐ I understand that I have the right to appeal the calculated amount. ☐ I understand that PEIA will not transfer any funds to a third party unless I explicitly request it in writing, in which case PEIA shall be released of any responsibility in relation to the refund, once the funds have been transferred as requested.			
Student Name:		Date:	
Signature:			
Student Account			
Swift Code:		BSB Number:	
Account Number:		Account Name:	
This Refund is: ☐ APPROVED ☐ DENIED ☐ ADJUSTED TO \$			

Item and/or Course Code & Title	Amount in AUD \$	Total amount in AUD \$
Total Amount of Refund		

Refund Method			
☐ EFT / CC	☐ Cheque	☐ Credit to Students PEIA Ongoing Account	
Refund payable to:	☐ Student	☐ Agent	
Student to Complete: I _____ have received in full my refund, as per stated in the Letter of Offer on this Date / /			
Signed by Student:		Date:	
Signed by Agent:			
Print Name:			
Office Use Only			
Logged in Refund Register:		Date:	
Logged by:		Signature:	
Recorded in student e-file		Date:	
Recorded by:		Signature:	
Signature		Date:	