

Please complete this form using blue or black pen.

This form is for international students either:

- » not yet enrolled
- » enrolled in the first semester of a RMIT program
- » enrolled and seeking refund for a future RMIT program

All other students, please refer to refund information at www.rmit.edu.au/students/forms

Please submit completed form to:

RMIT University
 Postal address:
 RMIT International Services
 GPO Box 2476
 Melbourne VIC 3001 Australia

By courier:
 RMIT International Services
 Level 4, RMIT Building 22
 330 Swanston Street
 Melbourne VIC 3000 Australia

In person:
 International desk at Info Corner
 Level 1, RMIT Building 22
 330 Swanston Street
 Melbourne VIC 3000 Australia
 Tel. +61 3 9925 5156
 Fax: +61 3 9663 6925
 Email: ISrefunds@rmit.edu.au
www.rmit.edu.au/international
 RMIT University CRICOS Provider Code 00122A

Name and program details

Family name <i>(Surname)</i>			
Given names			
Student no.		Reference no.	
Program name			
Semester		Year	

Reason/s for refund

- Australian Government has refused to grant initial visa *(Please attach documentary evidence from DIAC)*
- Withdrawing from program due to compassionate or compelling circumstances *(Please attach supporting documents)*
- Release letter from RMIT has been granted *(refund will not be processed if a student's 'transfer between provider' application is not finalised.)*
- Permanent residency status is granted *(before March 31 or before August 31) (Please attach documentary evidence)*
- RMIT cancelled program or program ceases to be provided
- Failed to meet academic entry conditions into the program
- Withdrawing from program due to academic difficulties
- Withdrawing from program due to personal reasons
- Other (specify): _____

Bank details

Bank name		
Bank address	<i>Number and street name</i>	<i>City/Suburb</i>
	<i>Country</i>	<i>Postcode</i>
BSB		
Account number		
Name of account holder		
SWIFT code		

Contact details

Telephone	
Mobile	
Fax	
Email	
Name of overseas contact	
Overseas contact number	

ABA routing number (if applicable) _____ German IBAN number (if applicable) _____

If you are enrolled, has a Cancellation of Enrolment form been submitted to the Hub? Yes No If no, you may still be liable for fees and ineligible for a refund.

Declaration

I hereby apply for a refund of fees paid and acknowledge that this refund application will be processed in accordance with the RMIT University Refund Policy, which I have read and understood. I understand that if I have not supplied the appropriate supporting documentation it may affect the assessment. I understand that by applying for a refund, I am withdrawing my acceptance from this program.

Signature of student _____ Date _____

For office use only

Received by		Date received	/ /
Refund request sent to A/Cs Payable		Date sent	/ /
Actioned by		Date actioned	/ /
Refund sent to student		Date sent	/ /
Total amount paid: AU\$	Deductions: AU\$	Amount of refund expected: AU\$	