STUDENT FEE REFUND REQUEST

Student Number:

First Name: Family Name:

Phone number: Email Address:

REFUND DETAILS - I request a refund of fees paid by the following method

Commencing international student deposit: Refund payment made by ☐

Refund payment made by ☐ to card holder’s account

Refund payment made by ☐ via mySI-net to the credit card holder’s account

Refund to Australian Bank Account
(for payments made by BPAY, cheque, TT)
Bank Name: BSB Account No.

Refund to International Bank Account
(for payments made by BPAY, cheque, TT)
Account holder: Swift Code: Account No.: or IBAN:

Bank Name: Bank Branch: Bank Address:

Reason for refund request: Refund amount: $

Student Declaration: I declare to the best of my knowledge the information supplied by me in relation to this refund request is true, complete and correct.

Student Signature / Guardian’s Signature: Date:

(student must sign) (guardian must sign if student is under 18 years)

Using the Form: Print a copy of your completed form and sign before sending to:

Student Centre, St Lucia Campus, The University of Queensland, 4072 or Fax +61 7 3346 7369 or email fees@uq.edu.au
Commencing international students - prior to arrival in Australia - send form to: iasfinance@uq.edu.au

Privacy statement: The information on this form is collected for the primary purpose of assessing your application for the refund of student fees. The University may use the information provided in the application to update your personal details in the student system. Your personal information will remain confidential and will not be disclosed to a third party without your consent unless disclosure is authorised or required by law. You have a right to access personal information that the University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information, please contact the Right to Information and Privacy Coordinator at: rtip@uq.edu.au. For information on how UQ manages student information, please consult the UQ Privacy Management Policy which is located at: https://ppl.app.uq.edu.au/content/1.60.02-privacy-management.

OFFICE USE ONLY

<table>
<thead>
<tr>
<th>Due</th>
<th>(28 calendar days from receipt)</th>
<th>Uni default</th>
<th>(14 calendar days from receipt date)</th>
<th>Date paid:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment TXN REF:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refund Amount: $</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>File Updated to Corporate System:</td>
<td>Refund No.</td>
<td>Date:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>First Approver:</td>
<td>Date:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second Approver:</td>
<td>Date:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refund Processed by:</td>
<td>Date:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Refund TXN REF:</td>
<td>Date Visa Officer notified:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CRICOS Provider No. 00025B V. 23 June 2017