

STUDENT FEES REFUND REQUEST



STUDENT DETAILS

Student Number:

First Name, Family Name:

Address:


Daytime Phone
Number:

Mobile
Number:

REFUND DETAILS

Method of Refund:

Refund to Credit card*

*If you paid using  via mySI-net, the refund will be returned to the credit cardholder's account.

Refund to Bank account

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BSB

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Account No.

Bank Name:

Branch:

Refund Amount: \$

Student Signature:

Date:

Please send the completed form to:

Student Centre, St Lucia Campus, The University of Queensland, 4072 or Fax to: +61 7 3346 7369

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: <http://www.uq.edu.au/hupp/index.html?page=24999>.

OFFICE USE ONLY

Due date (28 calendar days from receipt date):

Payment TXN REF:

Date Paid:

File Updated to Corporate System:

Refund No.

Date:

First Approver:

Date:

Second Approver:

Date:

Refund Processed by:

Date:

Refund TXN REF: