

Application for Refund Form

Section A- International Student Details	
Student Name	Student Identifier
Contact Email	Contact Phone
Postal Address	
Course/s related to this refund request	
Course Name	Commencement Date (dd/mm/yyyy)
Section B- Reason/s for Refund	
<input type="checkbox"/> Inability to obtain a student visa (please attach visa refusal letter from DIBP)	
<input type="checkbox"/> Offer of a place of study has been withdrawn by Educare College	
<input type="checkbox"/> Failed to meet academic entry requirement conditions into the course (please attach documentary evidence)	
<input type="checkbox"/> Failed to meet English Language requirement conditions into the course (please attach documentary evidence)	
<input type="checkbox"/> Educare College has granted the release letter request for student to transfer to another RTO (refund will not be processed until a student's release letter application has been finalised)	
<input type="checkbox"/> Withdrawing due to compassionate and compelling reasons such as death of family members, accident, illness or injury (please attach documentary evidence)	

Section C- Refund Payment Details

Refund will only be paid to the student unless written authorisation from the student has been received to transfer payment to a third party. Section D must be completed for third party refund.

Remaining in Australia - Local Bank Account EFT

Name of Account Holder _____

Name of Bank _____

Branch (BSB) Number _____

Account Number _____

Returning to your Home Country – Telegraphic Transfer

Name of Account Holder _____

Address of Account Holder _____

Phone Number/ Fax Number _____

Name of Bank _____

Bank Address _____

Account Number _____ Branch Number _____






Swift Code _____

NB all bank details must be supplied. We cannot process your refund if any details are missing or incomplete

Section D – Third Party Authorisation

This section must be completed if refund is to be made to a third party.

I, _____ authorise Educare College to refund my prepaid tuition fees and unused OSHC fees (if any) to be made to the person named and listed in Section C of this form.

-  I have read and understood Educare's refund policy (refer to International Student Handbook and Course Information or visit www.educare.edu.au)
-  I understand that it is my responsibility to ensure the refund payment details included on this form are accurate.
-  I understand that refunds may take up to four (4) weeks to process provided all relevant documents have been submitted.
-  I understand that if I have not supplied the appropriate documentary evidence, of it the information supplied is false and misleading. It may affect the refund assessment outcome.
-  I understand that by applying for a refund, I am withdrawing my acceptance from this course(s) and my CoE(s) will be cancelled when my refund is processed.

International Student Signature		Date	
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Please submit the completed refund form

By email:

international@educare.edu.au

Subject: Refund application – First Name, Last Name, Student ID

By Post:

Educare College

GPO BOX 1375, Brisbane QLD 4001, Australia