

Refund Application Form

- This form should only be completed by applicants wishing to request a tuition fee refund in cases where various circumstances prevented them from studying.
- Requests for tuition fee refunds can take up to six weeks to be processed and possibly longer during peak periods and an amount will be deducted from the initial amount paid as Administration Expenses
- All sections must be completed in full. If any sections have not been completed, your request will not be considered.
- The form must be completed by the applicant concerned. We will not accept forms completed by a third party.

Section 1: Personal Details

Full Name and Passport :Number	
:University Student ID	
Detailed Reason for :Refund	
Contact e-mail:	
Telephone Number:	

Section 2: Details of your request

Bank account details (Please ensure that correct details are CLEARLY quoted – failure to do so may result in delay and if rejected, charges may also be incurred).

Account holder's name:
Country:
Bank name:
Bank Branch / Address:
Account number:
Swift Code: