

Refund Request Form

Date:			
Student's Full Name:			
Student ID (if known):			
Course enrolled in:	Code:	Title:	
Contact number			
Email			
Agent Name			
Agent Email Id			

Reason for refund:

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Bank Details:

BSB no.	<input type="text"/>	Bank Name:	<input type="text"/>
Account No.	<input type="text"/>	Account Name:	<input type="text"/>
SWIFT Code (International transactions):	<input type="text"/>		
Bank Address:	<input type="text"/>		
Does your bank accept AUD :	<input type="text"/>		

Please attach the COE, visa refusal letter and receipts of payment.

Acknowledgement

I understand that my request for a refund will be processed in accordance with Mint International College's Fee and Refund Policy (available at www.minttraining.ed.au).

Refund Amount:	AU\$	Student Signature:	<input type="text"/>
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Authorization (OFFICE USE ONLY)

Action to be taken:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	<input type="checkbox"/> ADJUSTED AMOUNT
Comments:			\$
Auth. Person's Name:	<input type="text"/>	Position:	<input type="text"/>
Auth. Person's Sign:	<input type="text"/>	Final Refund Amount:	<input type="text"/>
Refund Processed by:	<input type="text"/>		
Signature:	<input type="text"/>	Date Processed:	<input type="text"/>