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REFUND APPLICATION FORM

				REASONS	
STUDENT DETAILS					e detailed reasons for your application.
Student name:				Should you re	equire more space, please attach a separate sheet.
Middle name(s):					
Surname:					
Student ID:					
Course:					
Workplace (if trainee or apprentice):					
Date of withdrawal:					
	y course at Collins Instit				
If no, date of scheduled	d commencement as lis	ted on Confirm	nation of Enrolment:		
STUDENT'S CIRCUMS	STANCES AND REASOI	N FOR REFUN	1D	DECLARATION / (CONSENT
Please select below:					e refund policy and understand the terms and conditions.
I was refused a s	tudent visa (please at	tach evidenc	e)		f the academic and financial consequences of the above have sought appropriate advice on these matters.
Lourrently owe fe	es and want them rec	onsidered			and agree to be bound by the institution policies and
•					the processing of refunds.
Course was canc	elled by Collins Institu	te of Australia	a		at the information I have given on this application is
	Compassionate and Collease attach descripti			statements t	understand that by knowingly making false or misleading hat I may be liable for prosecution.
I would like my refun			, Me Agent	necessary in	se the Collins Institute of Australia to gather and obtain any formation pertaining to this application.
-	the following information	n about your nc	S	_	conditions of this Refund Application and declare that I am whom this refund is to be paid.
Full name:				By signing this for	rm, you agree: on provided is true and complete.
Unit/Street number:					e attached all required supporting documents.
Suburb:		State:		STUDENT'S SIGN	NATURE HERE
Postcode:		Country:			
Email:					
Mobile:					
PLEASE PROVIDE TH REFUND, IF APPROVI	E BANK ACCOUNT DE	TAILS FOR DE	POSIT OF YOUR		
Account name:				Date:	
Name of bank:					
Branch:				Please submit thi	is completed form to Collins Institute of Australia in one of
				the following way	
BSB:				In person or by postal mail:	Collins Institute of Australia Level 6, 127 Liverpool Street, Sydney NSW 2000 Australia

Collins Institute of Australia Pty Ltd. T/A Collins Institute of Australia ABN: 59 615 295 988 | CRICOS: 03603D | RTO: 45161 | Level 6, 127 Liverpool Street, Sydney NSW 2000, Australia

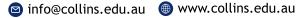
By e-mail:

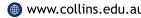
info@collins.edu.au

Account number:



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REFUND APPLICATION FORM

FINANCE DEPARTMENT ONLY	REFUND REQUEST CALCULATION FO	DRM		
Requested date:	Enrolment Fee	\$	Non - Refundable	
First name:	Prepaid Tuition Fee	\$	-\$	
Middle name:	Material Fee	\$		
Last name:	Overseas Student Health Cover	\$		
Student ID:	Accommodation Placement Fee	\$	Non - Refundable	
Course	Accommodation Fee	\$		
Course	Airport Transport Fee	\$	Non - Refundable	
Intake date:	CoE Issue Fee	\$	Non - Refundable	
Finish date:	TOTAL Prepaid Fees	\$		
Agent name:		Enrolment Fee	-\$	
Reason for refund request Supporting document/s attached?		CoE Issue Fee	-\$	
Yes No	Agent Commission Dedu	ucted (if applicable)	-\$	
Tuition fees & other fees PAID by a student or on behalf of a student Tuition & other	GST Dedu	GST Deducted (if applicable) -\$		
fees be REFUNDED in accordance with the Institute's Refund Policy.	Cancellation	Cancellation Fee (if applicable)		
	Agent Ince	ntive (if applicable)	-\$	
	International Transfe	r Fee (if applicable)	-\$	
		TOTAL REFLIND	¢	

Please note:

Reimbursement in the case of provider (Collins Institute of Australia Pty Ltd) default is within (2) two weeks of the default date occurring to the student (sections 27(1) of the ESOS ACT 2000). In the case of student visa refusal and/or student default, the refunds will be made in accordance with the Institute's Refund Policy.

OFFICE USE ONLY

Account Checklist

Date actions made:			
eCoE cancelled:	Yes	No	Initials:
Refund paid:	Yes	No	Initials:
RTOM updated:	Yes	No	Initials:
XERO updated:	Yes	No	Initials:

Refund Authorisation

Approved Due date:	
Rejected	
Director's signature:	
Date:	

This and other information may be provided to the Australian Government (DHA), the designated authority (ASQA) and other government agencies in relation to administering the ESOS Act 2000, the National Code 2018 and/or the Migration Act (as amended).

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