

# REFUND APPLICATION FORM

## APPLICANT DETAILS

Student Name:

Student Number: **S**

Date of Birth:

Phone/Mobile Number:

Email Address:

## REASON FOR YOUR APPLICATION

DoHA refused to grant your student visa (Evidence **must** be supplied)

• DoHA Decision attached

• Visa Subclass (please specify): .....

Overpayment

• Payment Date: .....

• Overpaid Amount: .....

Withdrawal from studies

• Withdrawal Date: .....

• Withdrawal Form attached

Other (please specify): .....

**Contact details for this refund application (Contact will be notified with queries and status)**

Company Name:

Contact Name:

Phone/Mobile Number:

Email Address:

**REFUND PAYMENT INSTRUCTIONS (only complete ONE option)**

**Electronic payment to an Australian Bank**

Bank Name:

BSB:

Account Number:

Account Holder's Name:

Relationship to Applicant/Student:

**OR**

**Telegraphic Transfer to Overseas Bank**

Beneficiary Name:

Relationship to Applicant/Student:

Address:

Date of Birth:

Country of Birth:

Occupation:

Bank Name:

Address:

Account Number:

Branch Code:

Swift Code:

Country (Branch Code is compulsory for ALL banks in Pakistan):

### APPLICANT DECLARATION

I am aware of BPP Institute's Refund Policy

Applicant's Signature:

Date:

## OFFICE USE ONLY

Approved Full Refund – 100% of:

- Tuition Fees
- Enrolment Fee
- Other Fees

Approved Partial Refund ..... % of:

- Tuition Fees
- Enrolment Fee
- Other Fees

Manager's Signature:

Date:

Fee Type	Amount Received	Date Received	Approved Refund %	Refund Amount
Enrolment Fee				
Tuition Fee				
Other				
Less Bank Charges				
<b>Total Amount</b>			<b>Total Refund</b>	

Prepared By:

Recorded on TEAMS?

Staff Signature:

Date Processed:

**Refund Payment Record:**

Paid Amount:

Date:

Paid in:  HSBC  CBA  SGB

Prepared By:

Signature: