



# Refund of fee

## Section A - Student and Course information

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Family name: \_\_\_\_\_ Given name/s: \_\_\_\_\_  
International student number: \_\_\_\_\_ DOB (dd/mm/yyyy): \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_  
Email: \_\_\_\_\_  
TAFE course code: \_\_\_\_\_ Course name: \_\_\_\_\_  
Tuition fee paid \$: \_\_\_\_\_ for Semester \_\_\_\_\_ for Year 20 \_\_\_\_\_  
Request for:  Refund of fees only  Refund of fees and withdrawal from TAFE NSW

## Section B - Reason for Refund

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Please check one of the boxes below and attach supporting documents.

Visa rejection

Please attach original DHA rejection letter

Excess payment

Changed Visa status

Please attach certified copy of the new Visa.

Please complete and attach a [Cancellation of Enrolment form](#).

Return to home country

Please complete and attach a [Cancellation of Enrolment form](#).

Provider default

Please complete and attach a [Cancellation of Enrolment form](#).

Withdrawal before course commencement

Please complete and attach a [Cancellation of Enrolment form](#).

Attach the following as applicable:  Flight tickets  Medical certificate  Copy of new visa

### Important information

If you are returning home TAFE NSW may access Visa Entitlement Verification Online (VEVO) to check the status of your student visa and confirm your location prior to processing the refund.

## Section C - Nominated Bank Account

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Please fill bank details clearly in BLOCK letters. Please ensure bank details are correct and legible as missing, unclear, or wrong information may lead to money loss or delays in processing your refund.

Bank name: \_\_\_\_\_ Account Name: \_\_\_\_\_  
BSB number: \_\_\_\_\_ SWIFT code: \_\_\_\_\_  
(Australian bank) (overseas bank)  
Account number: \_\_\_\_\_ IFSC Code (India only): \_\_\_\_\_  
Bank address: \_\_\_\_\_

Does the account nominated accept transfers in Australian Dollars?  Yes  No

If No, specify currency: \_\_\_\_\_

This Bank Account belongs to:  Student  Parent  Other, please specify \_\_\_\_\_

**Note:** TAFE NSW will refund the money to the nominated account provided and is not responsible for any money loss or delays if you nominate a third party account to receive your refund.

## Section D - Student/parent Declaration

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Students aged 18 or over must sign this application. Students under 18 must have a parent sign the application.

- I authorise TAFE NSW to refund the fees to the bank account nominated in Section C.
- I declare that all information provided in this form is true to the best of my knowledge.
- I understand the risks associated with nominating a third party account and I take full responsibility of any monies lost if I choose to nominate a third party account to receive my refund.
- I understand that this refund application will be assessed as per the Refund policy in the TAFE NSW terms and conditions that I had signed at the time of my application to study at TAFE NSW (See: [tafensw.edu.au/international/enrol/esos-framework-tafe-nsw-policies-and-forms](https://www.tafensw.edu.au/international/enrol/esos-framework-tafe-nsw-policies-and-forms))
- I understand that this application will be processed within 28 days after a complete application with all supporting documents is received by TAFE NSW.
- I understand that TAFE NSW may access VEVO to determine my location and visa status (if applicable) while assessing my refund application.
- I waive any future claims on TAFE NSW.

Student's signature:

Date (dd/mm/yyyy):

Parent's signature:  
(If student is under  
18 years old)

**Please send the completed form and supporting documents to [intcompliance@tafensw.edu.au](mailto:intcompliance@tafensw.edu.au)**