

### Refund Application Form

<b>Student Name</b>			
<b>Student ID</b>		<b>Date of Birth</b>	DD/MM/YY
<b>Address</b>			
<b>Mobile Phone</b>			
<b>Email</b>			

<p><b>Applying for a Refund</b> Please ensure you read the conditions outlined below before applying refund.</p> <ul style="list-style-type: none"> <li><b>Non-Refundable Application Fee \$150</b> The tuition fees <b>will be refunded</b> only under the following circumstances: <ol style="list-style-type: none"> <li>If student is not granted a Student Visa before CoE course commencement date, all tuition will be refunded. A request for refund must be in writing and written evidence from the relevant Australian Department must be received by institute within 3 weeks after Visa Refusal. (This does not include where a student visa renewal is rejected, or student visa has been cancelled caused by a breach of student visa condition/s.)</li> <li>AVLC receives written notice of cancellation of enrolment under the following circumstances: <ul style="list-style-type: none"> <li>Withdrawal at least 10 weeks prior to agreed start date, 90% of the tuition fee is refundable.</li> <li>Withdrawal at least 5 weeks prior to agreed start date, 70% of the tuition fee is refundable.</li> </ul> </li> </ol> <p>The tuition fees <b>will not be refunded</b> under the following circumstances</p> <ol style="list-style-type: none"> <li>Where a student Visa renewal is rejected, or student Visa has been cancelled caused by a breach of student visa condition, the tuition fee is not refundable.</li> <li>Withdrawal less than 4 weeks prior to agreed start date, the tuition fee is not refundable.</li> </ol> </li> </ul>
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<p><b>Reason</b> (Enter your valid reason for applying for refund. Must be specific)</p>
<p><b>Supporting Document</b> (List the supporting document you will be providing with your application for refund)</p>

<b>My Bank Account Details</b>			
<b>Account Name</b>		<b>Bank</b>	
<b>BSB</b>		<b>Account No</b>	
<b>Swift Code</b>			
<b>Bank Address</b>			

<b>Student Signature</b>		<b>Date</b>	
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<b>Admin Use Only</b>	
<b>Refund Application Received Date</b>	
<b>Refund Calculation</b>	Amount of related fee received _____ Less Non-Refundable Application Fee _____ Less Refund Processing Fee _____ <b>Net Refund to Be Given</b> _____
<b>Refund Application Approved</b>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Approved By</b>	
<b>Refunded Date</b>	