

Part A: Personal Details

Given Name:

Family Name:

Student ID:

Date of Birth:

Contact Number:

Email Address:

Part B: Refund Reason

Supporting Documentation

Visa refusal Withdrawal Overpayment

Transfer fund to La Trobe University
(Only available if original payment was made by bank transfer)

Student ID: _____

Amount: _____

Other: please specify _____

Letter from the immigration informing of visa refusal

Proof of payment

Reasons in writing

Confirmed flight ticket to go home

Relevant documentation depends on reasons
(eg. Death certificate, medical certificate)

Part C: Original payment method (Please choose ONE of the following that corresponds to your most recent payment)

Flywire (If payment was made via Flywire). Please select refund method option 1

Australian Bank Account (If payment was made by an Australian bank account). Please select refund method option 2

International Bank Account (If payment was made by an International bank account). Please select refund method option 3

Flywire and an Australian or International Bank Account (If payment was made by both Flywire and an Australian or International bank account). Please select and populate the appropriate refund methods below if you made a part payment across multiple payment types

Option 1: Refund by Flywire (Flywire may contact you directly to verify your banking information)

Credit card or Online payment including BPAY and e-wallet.

The refund will be processed via Flywire to your original payment card.

Bank transfer

The refund will be processed via Flywire to your original payer's bank account.

Option 2 – Refund to an Australian bank account

BSB:

Account number:

Account Name:

Bank Name:

Option 3 – Refund to an international bank account

Name of Bank:

IBAN (if applicable):

Swift Code:

Account number:

Account held in Name of:

Relationship of bank account holder to student:
(if student is not the bank account holder to student)

India bank only - IFSC:

Bank Address:

Intermediary bank (if applicable) - Bank name:

Pakistan only - Passport number (individual holding the bank account):

Pakistan only - CNIC/SMIC (obtained from your bank):

Account Holder's Complete Residential Address - **MUST FILL** (PO box and VPO addresses not acceptable):

Part D: Student Declaration

- * Your request will be assessed in accordance with the Refund Policy available:
- * Refund process may take up to 20 working days once all correct documents have been submitted.
- * I have read the refund policy as stated above.
- * I agree with the conditions of refund and declare that I am the person for whom this refund is to be paid.

<https://www.latrobecollegeaustralia.edu.au/current-students/resources/policies-procedures-forms>

Signed:

Parent/Guardian's signature (if the student is under the age of 18):

Date:

Notes: In case where refund is refused, students have a right to appeal – please send your appeal to appeals@latrobeuniversity.edu.au