MONASH College Pty Ltd
A Monash University company

REFUND OF MISCELLANEOUS FEES APPLICATION FORM

SECTION A – STUDENT DETAILS

Student ID: _____ Student Name: _____

Mobile Number: _____ Email: _____

Name of Current course: _____

SECTION B

Reason/s for Refund: _____

Amount of Refund: _____

SECTION C – METHOD OF REFUND (please attach a copy of your receipt)

- For payments made **Online** - funds will be credited back to your credit card online

- For payments made by **Credit Card via EFTPOS** machine - funds will be returned to your credit card, please provide credit card details:

  Card Number: _____ (Last 4 digits on card must be the same as the receipt)

  Card Expire Date: _____

- For payments made by **Debit Cards via EFTPOS** - please provide bank details below:

  BSB Number: _____

  Account Number: _____

  Account Name: _____

SECTION D – STUDENT DECLARATION

I declare that the information provided by me is true and complete and that it is my responsibility to provide all necessary documents to support my request for a refund.

Signature: _____ Date: _____

OFFICE USE ONLY

Prepared by: _____ Approved by: _____ Date: _____

Refund Processed by: _____ Date: _____

(Finance Use only)