



This form is to be completed and signed by new (commencing) international students applying for a refund in their first semester or prior to their first semester of study with UniSA. Please see Page 2 for lodgement details.

Please attach the following documentation to this request:

- a copy of the personal details page and the signature page of your passport
- a statement supporting your request (explaining why you are requesting a refund)
- appropriate documentation to support your refund request (e.g. medical certificate, visa refusal letter, pathway provider results, flight ticket payment confirmation)

If you do not provide the requested documentation your refund request will be deemed incomplete and may be denied, delayed or not processed. Please ensure your bank account details are written legibly or your application may be delayed.

We also encourage you to attach a copy (photo or screenshot) of your below bank account details from your bank statement.

Our request will be assessed in accordance with the Terms and Conditions of Payment and Refund of Fees for International Students available at

http://www.unisa.edu.au/Documents/Future%20Students/International%20Students/Forms/Terms_and_Conditions_of_Payment_and_Refund_of_Fees_for_International_Students.pdf

NOTE: The refund process can take up to 28 calendar days (from receipt of a complete application) for UniSA to process the payment.

Refunds will be issued in Australian dollars (AUD) only. Please ensure your bank account will accept Australian dollars.

Part A – Personal Details (please print clearly)

Student ID:

Mr/Miss/Ms/Mrs:

First Name(s):

Family Name:

Phone Number Australia:

Phone Number Overseas:

Date of Birth:

Email Address:

Overseas address:

Do you intend to study at the University of South Australia within the coming year? Yes No

Part B - Reason for refund request – please attach supporting documentation to this request

Family/Personal/Financial reasons

Refused student visa

Failure to meet English language requirements

Obtained permanent resident status

Medical reasons

Returning home

Study at another registered provider

Other (Please specify) :

IMPORTANT – Before completing this section please refer to Important Information on Page 2. Then you must complete one option from each of Part C and Part D below.

Part C – Refund options

Option 1 Refund to an Australian bank account (Australian dollars only)

BSB Number:

Account Name:

Account Number:

Bank Name:

Branch Name:

Branch Address:

Option 2 Refund to an overseas bank account (Australian dollars only)			
Your Bank's Name:		Branch Address:	
Bank's Branch City:		Bank's Country:	
Account Name:			
Account Number:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		
Your bank's SWIFT Code:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Correspondent Bank Name:	
Correspondent Bank's Swift Code:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	Indian Financial System Code:	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Part D – Student declaration – Read and complete Option 1 <u>or</u> Option 2			
I acknowledge and agree: <ul style="list-style-type: none"> that the information I have provided in this application to be true and correct and that any false information provided or lack of disclosure may lead to the request being refused. to the University checking and keeping a record of my visa status and location with the Department of Home Affairs (Home Affairs) via the Visa Entitlement Verification Online (VEVO) Service. to the University releasing information regarding the outcome of this application to the relevant parties including the registered education agent on my application record. that if my refund request is notification of withdrawal from my program that the University will notify the Home Affairs which will result in the cancellation of my Confirmation of Enrolment (CoE) and this may affect my student visa. 			
Option 1 Authorisation to pay to a third party			
Complete this section if the refund is to be paid to someone other than you or into a joint account.			
I, _____ authorise the University of South Australia to pay this refund to the person specified in Part C. I agree with the conditions of the refund and I understand this refund will not be paid directly to me.			
Student signature:			Date:
Option 2 Student declaration			
I agree with the conditions of refund and declare that I am the person to whom this refund is to be paid.			
Student signature:			Date:
LODGING YOUR APPLICATION			
<u>In person</u> UniSA International Reception Level 1, 101 Currie St Adelaide SA 5000	<u>By post</u> Director: UniSA International University of South Australia GPO Box 2471, Adelaide SA 5000	<u>By email</u> qualityandcompliance@unisa.edu.au	

Important Information for students wishing to have their refund processed to an overseas bank account

The University of South Australia refunds money to a student via a bank account transfer. If you do not have access to an Australian bank account we can pay your refund to your overseas bank account, however you need to be aware of the following information:

- If you wish your refund to be paid to an overseas bank account it will be paid via electronic funds transfer using a SWIFT Code. SWIFT is an internationally recognised inter-country electronic transfer system. Your overseas bank will be familiar with this system and can provide you their SWIFT details for sending money to your account. **Please note your refund will only be sent in Australian dollars (AUD).** Therefore you will also need to provide the SWIFT Code and name of your home bank's corresponding bank for Australian dollar transfers, in addition to providing your bank account details. (You can obtain this information from your home bank by explaining you are getting money sent to your account from a bank in Australia and it is being sent in Australian dollars).
- Please note that it is possible that both your bank and the corresponding bank will charge a fee to process this refund, which will affect the final amount you receive.
- If you are requesting your refund to be paid into a bank in India, you are required to provide your bank's Indian Financial System Code (IFSC) which can be obtained by asking your bank.
- Please ensure your bank account accepts AUD currency. If you fail to provide a bank account which accepts AUD currency, your refund will be converted at the prevailing exchange rate and may incur additional fees/costs which will affect the final amount you will receive.**
- Refunds must be paid into the original bank account from which the fees were initially paid.**