



STUDENT REFUND REQUEST FORM

TO BE FILLED BY STUDENT OR ADMISSIONS

STUDENT I.D. _____

STUDENT'S NAME _____

CONTACT NO _____

AUD STUDENT VISA Yes No

TERM Fall Spring Summer I Summer II

YEAR _____

TYPE OF REFUND

- Visa
- Passport Deposit
- Housing Reservation Deposit
- Accuplacer™ Fee
- Tuition
- Housing Security Deposit
- Computer Exam Fee
- Tuition w/o R/E
- Reservation & Enrollment Fee
- Other _____

TOTAL AMOUNT AED _____

Finance Approval of Amount _____

REASON Cancel Reject No show Other _____

MODE OF PAYMENT

- CHECK
 - Check in the name of _____
(Name as written in passport)
 - Pick up check FedEx Courier (to be deducted from refund)
Mailing Address _____
- BANK TRANSFER (student will bear all bank charges)

Account Name _____	Account # _____
Bank Name _____	Branch _____
IBAN _____	
Country _____	Swift Code _____

STUDENT'S SIGNATURE _____

DATE mm/dd/yy _____

FOR OFFICIAL USE ONLY

ADMISSIONS _____

SIGNATURE Coordinator _____

SIGNATURE Director _____

FINANCE DEPARTMENT _____ Dynamics/C2K

SIGNATURE _____

Check # _____ Amount _____
 Posting Date _____ Date mailed _____
 Finance Officer _____ Date _____

G.L. Code _____

CHECK RECEIVED BY _____	DATE _____
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