

This form only applies to students on an international student visa.
Refund of fees is subject to the Withdrawal and Refund Policy and Conditions of Enrolment.
This form may be lodged by email to international@acap.edu.au or in person at any ACAP Campus.

1. Student details

Student ID:
Date of Birth:
Full Name:
Home Address (Australia or Overseas):
Mobile Number:
Email Address:
Course Name:
Trimester Year:
Campus:

2. Reason for requesting a refund (attach supporting evidence with this form)

<input type="checkbox"/> I paid my fees but did not come to Australia
<input type="checkbox"/> I did not meet ACAP entry requirements
<input type="checkbox"/> My international student visa was not granted by the Department of Home Affairs
<input type="checkbox"/> My circumstances have changed, I am no longer able to study in Australia and will be returning to my home country
<input type="checkbox"/> Dissatisfaction with course
<input type="checkbox"/> Compassionate or compelling circumstances

3. Bank account details for refund (if approved)

Account Holder's Name:
Account Holder's Full Address
Account Holder's Phone Number:
Bank Name:
Bank's Address:
Account Number or Credit Card Number & Expiry Date:
Bank's BSB or SWIFT/BIC/IBAN Code (for refunds into overseas bank account):
Can this account accept AUD payment? <input type="checkbox"/> Yes <input type="checkbox"/> No*

* If AUD is not acceptable, refund will be transferred in USD based on the exchange rate provided by Westpac Bank on transaction date.

Please note, refunded money can only be transferred to the same account it was paid from, including credit card payments, due to financial security regulations.

I declare that I understand my visa conditions while in Australia and that changes to my OSHC may affect my international student visa. I declare that the information I have provided on this application is correct. I understand that if I knowingly make any false or misleading statements I may be liable for disciplinary action.

Sign Here:

Date:

To view our campus contact details, visit acap.edu.au/contact-us

OFFICE USE ONLY

Received By:

Date:

Refund Calculation

Fees to be Refunded (itemised):

Total Refund Amount:

Date Paid:

Paid by Credit Card/Cash/TT:

Receipt Number:

Calculated By:

Date:

Authroised by:

Date:

Comments:

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