

Application for refund of student fees



Important information

This form is only for students who no longer have access to StudentConnect.

If you are a current student, please go to deakin.edu.au/StudentConnect to apply for a refund.

Applications for refund of student fees will be assessed and can only be paid where:

- the University has received the money that is to be refunded and the funds have been cleared
- you have already actioned any enrolment changes
- the effective date of the enrolment change is on or before the census date
- the payment has not already been allocated to other outstanding student fees, e.g. fees assessed for the following fee period

Under normal circumstances refunds will be processed within 15 business days of receipt of your correctly completed application.

Refunds will be paid by one of the following methods:

- Transfer to Australian bank account
- Telegraphic Transfer to an overseas bank account*
- Bank Draft to an overseas address*

* All refunds are paid in Australian dollars.

Completed refund applications may be:

- emailed to fees@deakin.edu.au

Student Finance
Student Services
fees@deakin.edu.au

Geelong Wairn Ponds Campus
Locked Bag 20000, Geelong, VIC 3220, Australia
03 5227 2333

CRICOS Provider Code: 00113B

Application for refund of student fees

Section 1: Personal details

Student ID Number:

Family name:

Given name(s):

Contact email:

Contact phone:

Reason for refund request :

Course code:

Section 2: Method of refund

Transfer to Australian bank account

Bank name:

BSB:

Account number:

Account holder name:
(eg. John Smith)

Telegraphic transfer to overseas bank account

If you tick the option above, you must provide an overseas address below (no PO Boxes).
This is a banking regulation for all telegraphic transfers.

Payable to:

Name of bank:

Bank address:

Account name:

Account number:

SWIFT Code/Sort Code/Routhing ABA:

IBAN number:

(must be supplied for all European accounts)

Bank draft to overseas address

Draft payable to:

Address:

State/region:

Country:

OS postcode:

Declaration: On submission of this form you acknowledge and agree to the conditions below:

- I declare these funds were paid by me and/or on my behalf to Deakin and that I am entitle to receive this refund.
- I declare the bank account details entered are mine and I will be responsible for repaying any third party who have directly made this payment.
- I understand providing false or misleading information is a serious offence and may result in disciplinary action by Deakin University or referral as a police matter depending on the nature of the offence.

Student signature:

Date: