

## 1. Personal Details

☐ Mr ☐ Mrs ☐ Miss ☐ Ms ☐ Other:

IHNA Student ID:

Family Name:

Given Name:

Mailing Address:

State:

Postcode:

Country:

Phone:

Mobile:

Email:

## 2. I would like a refund of my: (please explain)

## 3. I am requesting a refund for the following reasons:

## 4. Have you completed and submitted the 'Course withdrawal form'?

☐ Yes ☐ No

## 5. Payment Details

How was the payment made? (Please tick): ☐ BPAY Debit ☐ BPAY Credit ☐ Debit Card ☐ Credit Card

☐ Cheque/Money Order ☐ Cash ☐ Other:

Invoice No:

Date of Payment:

Was the payment made on your behalf? ☐ Yes ☐ No

If Yes, please provide the Name and Address of the payee to be refunded and their bank account details where the refund is to be credited.

Payee's Name:

Address:

State:

Postcode:

Country:

What account is the refund to be applied to?

(Please note: If payment was made by credit card, the refund will be credited back to a nominated bank account only.  
**Payments must be back to the person who paid the fee.)**

**I nominate a bank account to which the refund should be processed:**

Name of Bank:

Branch:

Account No:

BSB:

Name of Account Holder:

**Further Information required from students who paid the money from overseas and requesting a refund:**

BANK Address:

SWIFT CODE:

## 6. Conditions of Refund

- Refunds are made in accordance with the IHNA Refund Policy.
- All refunds are finalised within 30 days of the written request
- This agreement does not remove your right to take further action under Australian Consumer Protection laws or to pursue other legal remedies

## 7. Student's Declaration (all applicants to complete)

- I have read, understood and accepted the Conditions of this refund application.
- I understand that providing inaccurate or incomplete information will delay my refund application.

Applicant's Signature:

Date:

## For Office Use Only

Amount: A\$

Student ID:

Name:

Comments/Calculation:

☐ Cheque ☐ EFT ☐ TT ☐ Credit Card ☐ International Draft ☐ Cash ☐ Other

Approved by:

Signature:

Date: