**International Refund Application**

**Reason for Refund Application:**

□ **Denied Study Permit:**

Upon submission of sufficient proof of Study Permit denial, including copy of original refusal, you will be considered for a refund. Fees will be refunded and returned minus:

-$400 administration fee

□ **Defer to Next Available Semester:**

If requested, students can be offered admission for the next available intake. Students must provide a copy of active Visa. Program availability is dependent upon space available. Fees will be held in pre-payment minus:

-$400 administration fee

□ **Admission Conditions Not Met (Before Day 10 of Classes):**

Students who have received a conditional offer letter but have not met the conditions will be withdrawn from the program and reimbursed minus:

-$400 administration fee

□ **Unable To Attend/Withdrawal (Before Day 10 of Classes):**

Ancillary fees, residence fees and health insurance fees are non-refundable. Tuition fees will be refunded and returned minus:

-$400 administration fee

-$2,750 withdrawal fee

Sault College has partnered with other Ontario Colleges to not approve transfer requests for semester one. If students are planning to transfer, they must provide an offer letter (LOA) from the new institution with student number. Eligible fees will be refunded to the preferred account in the country of origin.

□ **Withdrawal (After Day 10):**

Fees are non-refundable after the 10th day of class. First semester fees are non-refundable and only subsequent semester will be reimbursed.

**REQUEST FOR REFUND – INTERNATIONAL STUDENT REQUIRED DOCUMENTS:**

* Typewritten Sault College International Refund application
* The Original Offer Letter from Sault College
* All Sault College Fee Receipts
* Wire transfer receipt - TT details (if applicable)
* Visa Refusal file from the Canadian High Commission
* If transferring to another school, please provide copy of letter (LOA) from the College/University and student number. Eligible refund will be sent back to the account at the country of origin.
* Request letter for refund indicating reason for withdrawal (hand written letter, signed by the student)

Email completed forms and required documents to [international.admissions@saultcollege.ca](mailto:international.admissions@saultcollege.ca)

**This page must be type-written. We will not accept this form if it is handwritten**

Sault College will refund the fee by wire transfer to the country of origin. Cheques will only be provided if the fee was paid from within Canada.

Please provide the correct name (beneficiary name) as well as the complete postal address.

|  |  |
| --- | --- |
| Beneficiary Name |  |
| Beneficiary Address |  |
| City |  |
| Postal Code |  |
| Province/State |  |
| Country |  |

Please fill out the following bank details for Electronic Fund Transfers (EFT): (***Note:*** *Sault College will provide wire transfer for the fee refund at their discretion)*

|  |  |
| --- | --- |
| Account Number of Beneficiary |  |
| Bank # |  |
| Swift Code# |  |
| Bank Name |  |
| Bank Address |  |
| Beneficiary Name |  |
| Complete Address (Must match address of beneficiary on bank account |  |

Please confirm with your bank if they accept wire transfer using the following currency.   
Please specify below:

□Canadian Funds □ US Funds (exchange rates apply)

Student Name and Student Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Providing incorrect information on this form will delay refund of fees and bank charges will be deducted from the refund in addition to fees listed above**