

Refund Request Form

Before requesting a refund, please review [ECC's Refunds Policy](#)

HOW TO APPLY: complete this form digitally and submit with supporting evidence (if applicable) to justask@ecc.edu.au

OUTCOME/REPLY: will be emailed within 28 calendar days from date of receipt of a complete application.

Student Details:

Surname:

Given Name:

ECC Student ID:

Mobile Number:

Preferred Email:

Date of Birth:

Address:

Is student under 18?

If yes, please, please attach evidence of parent/guardian approval

Reason for Refund:

Graduated - excess funds in account

Visa refusal

Other (please specify):

Supporting Documents to Attach with Form:

Bank Remittance Advice

(required for payments originally made by bank transfer)

Letter from Immigration (visa refusals)

Other (please specify):

Where to send my refund: (please select based on your most recent payment method(s) - can select more than one)

Refund via Flywire using original payment method (credit card / bank transfer)

Please transfer my funds to ECU **My ECU ID is**

*Only available if original payment was made by bank transfer

Please transfer my funds to my Australian bank account:

BSB:

Bank Name:

Account Number:

Account Holder Name:

Please transfer my funds to my overseas bank account:

Bank Name:

Bank Address:

SWIFT Code:

IFSC (India only):

Account /

IBAN Number:

Account Holder Name:

Account Holder Residential Address:

(MUST be completed)

Intermediary Bank Name and SWIFT Code:

Declaration:

I declare that the information I have provided in this form and in all supporting documents is true and correct.

I have read the [Refunds Policy](#)

Applicant signature

Date

If form is submitted via the student's ECC email address, a signature is not compulsory

Review by Edith Cowan College Staff (Office Use Only)

Student and Academic Services Review:

Date form received:

Week in Study Period:

Student Type:

Student Registrations:

Student Fees Review:

Relevant section of Policy:

Refund Review Outcome:

Name of staff member:

Date of review:

Refund Calculation:

Opening Account Balance:

 Tuition fees credit note:

Other charges credit note:

 Cancellation fee:

 Other charges:

Balance to be refunded:

ECU Student ID:

Batch Number:

Payment Reference:

Payment Date:

Date processed in Navigate: