



# Refund Request Form

Please provide receipt of the original payment when submitting your request (Please complete the form digitally, not by hand)

Due to anti-money laundering policies, we require proof when processing refunds that the refunds are being returned to the original bank.

Please allow an adequate timeframe for finance to process your request.

**Please forward the form to your enrollment advisor once completed.**

\* required fields

Recruiter's Email Address

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Last Name

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Student ID

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First Name

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Currency\*

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Amount\*

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Reason for Refund\*

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Name of Account Holder\* (as registered with the bank)

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Name of Bank\*

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Beneficiary City\*

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Account Number/IBAN\*

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Swift/BIC\*

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Routing (if any)

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Sort Code (if any)

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Intermediary Bank (if any)

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Additional Information

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Requester Signature

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Approver Signature

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