

## International Applicant Refund Request Form

Student information		
First Name	Last Name	JIBC Student Number
Student email	Reenter your email	

Instructions
<ul style="list-style-type: none"> <li>x Use this form to request a refund of your confirmation deposit and/or tuition (application fees are non-transferable and non-refundable). Please refer to <a href="#">JIBC's Refunds Procedure</a> for additional information.</li> <li>x Students are only eligible for a refund of their confirmation deposit in the case of a study permit application denial. Please attach an official colour copy of your study permit denial letter and a copy of your passport when you submit this form.</li> <li>x Confirmation deposit refund requests must be submitted <u>no later than 14 days after the start of the applicable term</u>.</li> <li>x Tuition refund deadlines: (1) prior to the start of the classes <del>100%</del> refund; (2) within the first two weeks of classes <del>80%</del> refund; and (3) after the second week of classes <del>no</del> refund.</li> <li>x Refunds will be processed <del>via</del> Paymytuition.</li> <li>x Refunds are subject to evaluation upon request with no guarantee of approval. Once a decision is made, correspondence will be emailed to you.</li> <li>x If you wish to defer your confirmation deposit to a future term instead of receiving a refund, you must complete a <del>5</del> Deferral Request Form.</li> <li>x Submit the completed refund request by email to: <a href="mailto:international@jibc.ca">international@jibc.ca</a>.</li> </ul>

Details of Request
Program: _____ Term & Year: _____
Student email: _____ Agent: _____
Reason for the refund request: _____
Amount: Full amount [ <input type="checkbox"/> ] or \$ _____ (CAD)
I have attached a copy of IRCC's study permit denial letter <input type="checkbox"/> I have attached a copy of my passport <input type="checkbox"/>

I certify that all statements above are true and complete and that no information has been withheld. I understand that any misrepresentation of this information may result in the cancellation of this form and refund.

Student Signature: \_\_\_\_\_ Date (dd/mm/yy): \_\_\_\_\_

\* Upon approval of your refund, you will receive an email from [studentrefunds@paymytuition.com](mailto:studentrefunds@paymytuition.com) which will provide you with further instructions on how to complete your refund process.