

Request for Refund

Refunds are given only under very specific conditions. These conditions would have been provided to you prior to your enrolment. Please ensure that you have read the Byron Yoga Centre Fees and Charges Policy in full before progressing with this application. Please submit the completed form to the RTO Administration Services as soon as is practical. This information will be kept in the student's file for future reference.

Section A - student to complete	
Personal details	
Date:	Course Name:
Student Name:	Course Start Date:
Student Number:	I have read Byron Yoga Centre Fees and Charges Policy:
Student Address:	
Student Contact Details:	
<div style="display: flex; justify-content: space-between;"> H M </div> <div style="margin-top: 5px;">E</div>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Refund Details - <i>Please provide the reasons for the refund application.</i>	
Banking Details - <i>Please note: we require these details in the event your application is approved.</i>	
Name of Bank:	BSB No.:
Name of Account Holder:	Bank Account Number:
Student Signature:	
Section B - RTO Administration to complete	
Refund issued?	
<input type="checkbox"/> Yes <i>If Yes, please complete the details below.</i> <input type="checkbox"/> No <i>If No, please complete Section C.</i>	
Refund Number Issued:	
Authorised By:	Date Issued:
Copy placed in student file? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name:	Signature:
Date:	

Section C - RTO Administration to complete

Please provide reasons related to the refund being denied:

Has the student been informed? Yes No

Copy placed in student file? Yes No

Name:	Chief Executive Name:
Signature:	Chief Executive Signature:
Date:	Date: