

International Applicant Refund Request Form

Student Name:		
First Name	Last Name	JIBC Student Number

Instructions:
<ul style="list-style-type: none"> Use this form to request a refund of your confirmation deposit and/or tuition (application fees are non-transferrable and non-refundable). Please refer to JIBC's Refunds Procedure for additional information. 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 when you submit this form. Confirmation deposit refund requests must be submitted <u>no later than 14 days after the start of the applicable term</u>. Tuition refund deadlines: (1) prior to the start of the classes – 100% refund; (2) within the first two weeks of classes – 80% refund; and (3) after the second week of classes – no refund. Refunds will be processed in the same manner as payment was received (<i>i.e., credit card, wire transfer, cheque etc.</i>). Refunds are subject to evaluation upon request with no guarantee of approval. Once a decision is made, correspondence will be emailed to you. Submit this completed form and your study permit denial letter by email to: international@jibc.ca.

Details of Request:
<p>Program: _____ Refund Amount: \$ _____ (CAD)</p> <p>Term & Year: _____ Agent: _____</p> <p><i>(i.e. Winter 2020, Summer 2020, Fall 2020)</i></p> <p>If you wish to defer your confirmation deposit to a future term instead of receiving a refund, you must complete a Deferral Request Form.</p>

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 of my refund.

Student Signature: _____ Date (dd/mm/yy): _____

Office Use Only		
Date Received	Date Processed	Processed by