



Refund Form

Student Information	
Full Name	
Date of Birth	
Suburb	
Post Code	
Mobile Phone	
Email Address	
Course	
Invoice Number	
Amount for Refund	
Reason for Request	
Bank Account Details	
Note: Please note refunds will only be paid via electronic transfer. Please nominate an authorised account for deposits	
Account Name	
BSB	
Acct Number	
Declaration	
<ul style="list-style-type: none">• I understand that the amount refunded may not be the full amount paid, in accordance with the Aakira Refund and Cancellation Policy (available on website).• I understand that no refund will be approved for requests made after a class has started and, for distance learning courses and RPL, no refund is available once the course materials have been made available.• I understand that I have access to the Complaints and Appeals Policy (available on the website) should I not agree with the outcome decision of the refund.• I acknowledge it can take up to 30 days to receive the refund	
Sign	
Date	

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Doc. Owner	Dannielle Duffy	Doc. Approver	Dannielle Duffy		