



Application for Refund of Bond and/or Fees In Credit Upon College Exit

(PAYMENTS FROM THE COLLEGE WILL BE MADE BY EFT ONLY)

FAMILY ACCOUNT CODE:

DATE LEFT COLLEGE:

STUDENT FIRST NAMES:

STUDENT SURNAME:

STUDENT CLASS:

FULL NAME OF PARENT/CARER REQUESTING REFUND:

EMAIL:

PHONE:

PLEASE REFUND THE FOLLOWING:

ENROLMENT BOND

MUSICAL INSTRUMENT BOND

FEES IN CREDIT

(Refundable only if student has been at the College for more than one full College year and all fees are paid)

I CONFIRM THAT THE FOLLOWING HAVE BEEN RETURNED TO THE COLLEGE IN GOOD ORDER:

LIBRARY RESOURCES

MACBOOK/IPAD AND ASSOCIATED ACCESSORIES (IF APPLICABLE).

All MacBooks must be personally returned to the ICLT Hub upon the student's exit from the College.

These will be checked for damage and an excess will be charged if the MacBook requires repair.

PLEASE ELECTRONICALLY TRANSFER FUNDS TO THE FOLLOWING BANK ACCOUNT:

ACCOUNT NAME:	<input type="text"/>
BSB:	<input type="text"/>
ACCOUNT NUMBER:	<input type="text"/>

SIGNATURE:

DATE:

OFFICE USE ONLY

DATE BOND PAID:

AMOUNT:

\$

FEES IN CREDIT:

AMOUNT:

\$

LIBRARY RESOURCES RETURNED:

MACBOOK/IPAD RETURNED:

INSURANCE EXCESS PAYABLE:

YES

NO

CHARGED TO FEES:

AMOUNT:

\$

APPLIED TO FEE ACCOUNT

AMOUNT:

\$

REFUNDED TO BANK

AMOUNT:

\$

JOURNAL

FAMILY ACCOUNT CLOSED:

DATE: