



## INTERNATIONAL STUDENT REFUND REQUEST FORM

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PROGRAM: \_\_\_\_\_ STUDENT #: \_\_\_\_\_

EMAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

### REASON FOR REQUEST

VISA DENIED\*  TRANSFER TO OTHER SCHOOL  GOING HOME  OTHER \_\_\_\_\_

**\* Please provide proof of visa rejection**

Students who have received a letter of offer from Crandall University and accepted this offer by paying their first-year tuition and fees (known as their Tuition Deposit) may be eligible to a refund:

- 100% of the tuition deposit will be returned in the case his/her study visa is not granted. Appropriate documentation must be received by the Admissions Office providing proof the visa was not granted prior to the refund being granted.
- If accepted students who arrive at Crandall University or in Canada with a valid study permit should choose to withdraw, 50% of their tuition deposit is non-refundable and will be retained by Crandall University. All international students who arrive in Canada choosing to leave Crandall University must complete a withdrawal form and request a partial refund of their tuition deposit. Processing may take up to six weeks.

In the above noted cases, Crandall University does not assume any financial responsibility on any fees charged by intermediary banks during the refund process. Additionally, Crandall University refunds the funds in Canadian dollars and does not assume responsibility of any loss on exchange incurred when fees are converted to local currency.

All payments from International Students are required to be paid through [paymytuition.com](http://paymytuition.com). Any refunds will be returned through [paymytuition.com](http://paymytuition.com) or by transfer to another post-secondary institution in Canada.

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_  
International Admissions

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Associate Vice President for Enrollment

### Internal Use Only

<b>Amount Paid:</b> _____	<b>Amount Refunded:</b> _____
<b>Authorized:</b> _____	<b>Date Processed:</b> _____