

Student Withdrawal and Refund Policy

Circumstances	Tuition refund	Notes
Withdrawal		
Before start of enrolment		
A student may withdraw before the start date of her/his first course.	A domestic student is eligible for a full refund of fees minus \$500 or 10% of the invoiced fees paid, whichever is the lesser amount.	The refund form must be signed and received before commencement for the standard refund to take place.
Within 8 calendar days		
A student may withdraw within eight calendar days from the start of the first course.	A domestic student is eligible for a full refund of fees minus \$500 or 10% of the invoiced fees paid, whichever is the lesser amount.	The refund form must be signed and received before the eight-day period has elapsed for the standard refund to take place.
Outside 8 calendar days		
A student may withdraw after eight calendar days from the start of the first course.	A domestic student is eligible for a pro-rata refund of fees based on the courses in their program of study they have yet to commence.	The refund form may be filled out after the student has received the refund amount based on the courses yet to be commenced from Pastoral Support.

Please note:

- To resume studies students will need to apply in writing for re-enrolment and pay the applicable fees.
- A refund may take up to three (3) weeks to be processed.
- If you are entitled to a refund, it will be returned to whoever paid your fees.
- If you are withdrawing, you may wish to make sure your allowance or loan will not be invalidated. Contact StudyLink on 0800 88 99 00.