

Request for Tuition Fee Refund

and authorization for third party refund

Form C

REFUND ELIGIBILITY

If the Canadian Embassy or Canadian High Commission refused your visa application, you must submit a clear copy of the refusal letter (attach to this form). A full refund minus a \$200.00 administrative fee will be issued.*

If you are withdrawing from the College for any reason other than visa rejection, an administrative fee of \$1000 will be deducted from semester 1 fees only. Second semester that you paid in advance will be fully refunded.

Your refund will take approximately six weeks

Please attach the letter of visa refusal to this form. Refund requests can be sent to Seneca by email: internationaladmissions@senecacollege.ca (as a pdf attachment) or faxed to (416) 492-9243

You must attach a copy of your passport with this form for your request to be processed

Student Information

Name _____

Seneca Student ID _____

Phone _____ Email _____

Mailing Address _____

Reason for Withdrawal _____

Student Signature _____ Date _____

Send my refund to:

Name _____

Address _____

Phone _____

Relationship to student _____

By signing here I authorize Seneca College to release my refund to the person named above

Student Signature _____ Date _____

Refund Method	<input type="checkbox"/> Cheque in Canadian Dollars
	<input type="checkbox"/> Funds credited to credit card from which tuition was paid
	<input type="checkbox"/> Wire transfer - You must also submit a Wire Transfer Form - Refund
	(Note: Refund by wire transfer takes a significantly longer time to process than any other method)

*If a decision on your Visa application has not been reached in time for you to attend, it is your responsibility to submit a Request for Tuition Fee Refund Form (Form C), or a Request to Defer Admissions Form (Form D), if eligible. These forms must be received by the International Admissions office by the tenth day of class in the semester to which you were admitted.