

Vancouver Campus

#100-602 W Hastings St, Vancouver British Columbia, V6B 1P2, Canada Tel. (604) 681 5815 Fax. (604) 681 5819 **Burnaby Campus** #101-4603 Kingsway, Burnaby British Columbia, V5H 4M4, Canada Tel. (604) 435 5815 Fax. (604) 435 5895

REFUSAL OF STUDY PERMIT

Students who are refused an initial study permit, or study permit extension (and are not registered for courses), may be eligible for a 100% tuition refund, less non-refundable fees (e.g. application fees) and administrative fees, if applicable, per the Refund Policy.

The following documentation must be submitted to the Finance Department, prior to the Add/Drop Deadline in a given term:

- 1. <u>Refusal of Study Permit</u> form
- 2. Refusal Letter, issued by Citizenship and Immigration Canada (CIC)
- 3. Electronic Fund Transfer Refund Request (if requesting a refund by electronic transfer)

STUDENT INFORMATION					
First Name	Last Name		Student ID		
REQUEST DETAILS					
Refusal Type:		Requested Refund Method			
Initial Study Permit		Cheque			
Study Permit Extension		Wire Transfer (additional fees may apply)			
Refusal Date (DD-MMM-YY):		Western Union (additional fees may apply)			
DECLARATION					
 I declare that I have been refused a Study Permit by Citizenship and Immigration Canada (CIC). I declare that the Refusal Letter attached is an authentic document, issued to me by CIC. 					
Student Signature		Date			

Office Use Only					
Office of the Registrar Approval					
Please check any documents that have been issued to the student and are still within the letters' study period start and dates.					
Letter Type	Issue Date	Study Period Start Date	Study Period End Date		
□ Letter of Acceptance					
Confirmation of Enrolment					
□ No official letters issued					
Office of the Registrar Signature		Date			
Accounting Department Approval					
Refund Method		Refund Amount			
Cheque Wire Transfer	Western Union	<u>\$</u>			
Accounting Signature		Date			

Alexander College is committed to using personal information we collect in accordance with the Personal Information Protection Act (PIPA). By providing personal information on this form, you consent to have the College use the information solely for the purposes of providing academic and student support services. The full College policy is available online at http://www.alexandercollege.ca