Student Refund Request

Please return this form:

In person  Cashiers Counter, Room G8, B Block, Aston Webb Building

By post  Student Fees, Finance Office, Edgbaston, Birmingham. B15 2TT.

Student Details

Student ID Number: ......................................................
Student Name: .................................................................
Contact Email: .................................................................

Payment Details

Payment Category: Accommodation / Tuition / American Loan – go to ‘Refund Details’ *
* Circle as appropriate
Payment Method(s): Card (Web or Other*) / Cheque or Draft / Bank Transfer
Other .................................................................
Date of Payment: ................................................................
Amount Paid: £ ..............................................
Refund Requested: £ ..............................................
Refund Reason: .................................................................

Refund Details

Please be aware that:
• If your payment was made by card, the refund will be made back to the original card used.
• All other refunds will be paid directly into the original payers bank account; enter below.
• If you paid via Draft, you will be required to submit a copy of the remittance advice to show the original payer.

Account Holder(s): .................................................................
Address: .................................................................
Sort Code: .................................................................
Account Number: .................................................................
Bank Name: .................................................................
Bank Address: .................................................................

FOR INTERNATIONAL PAYMENTS:
BIC (SWIFT): ................................................................. (required)
IBAN: .................................................................