



Refund Request Form for International (Visa) Student

IMPORTANT: You will also need to notify the Registrar's Office if your intention is to withdraw from a program by using the [Contact Form](#) (*Future Course/ Program I Have Applied To > My Application > Cancel Application*). Submitting this request is not sufficient. If you are currently attending a program, you must complete the [Program Withdrawal Form](#).

REFUND INFORMATION

Student First Name		Student Last Name	
Student ID #		D.O.B. (MM/DD/YYYY)	
Address			
City, Province			
Country		Postal Code	
Phone		Email	
Mailing Address (if different than above)			
Program (Academic program you were accepted into)			
Term (Academic term that was set for the program start)			
Last date of class attendance: (MM/DD/YYYY)	OR <input type="checkbox"/> Not applicable, as I never attended		
Refund Amount			
Authorized Representative Name (if applicable)			

REASON FOR REFUND: (please check one)	
<input type="checkbox"/>	Visa denial (please submit a copy of your visa denial letter in addition to this form.)
<input type="checkbox"/>	Attending another institution (please submit a copy of Letter of Acceptance from the other institution in addition to this form)
<input type="checkbox"/>	Other (please specify):

HOW TO SUBMIT FORM:

- Please submit this completed form and all required proof (mentioned above) to the online [Contact Form](#) (*Form Submission > International Student Refund Request*).

WHAT'S NEXT:

- Visit nait.ca/refunds to learn more about what to expect next, including refund processing time and how your refund will be issued back to you (if approved).
- Please be sure to **drop** any future courses you may be enrolled in.

STUDENT SIGNATURE: _____ **DATE:** _____

For NAIT refund guidelines, please review [Refund Policy](#).