



Industry specific training and consultation

REFUND OF COURSE FEE APPLICATION FORM

This form must be completed by all participants applying for a refund of course fees paid. This form does not guarantee you a refund. Please ensure you have read the booking conditions before applying.

Name of Participant:			
Date of Birth:		Contact No:	
Course Date:		Course Location:	
Course Name:		Enrolment ID:	
Reason For Refund:	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>(attached further details if there is insufficient space)</p>		
Course Fee Paid:	\$	Payment Method:	
Application Date:		Signature:	

Office Use Only

Reason Accepted:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Total Course Fee Paid:	\$	
Deductions:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Balance of Fees to be Refunded:	\$	
Comments:	<p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>	
KST Supervisors Name:		
KST Supervisors Signature:		Date: