



## Refund form

Student full name	
Student ID	
Date of birth	
Passport no	
Mobile	
Email	
Address	
Course title	
Level	
Duration	
Course Start Date	
Course Finish Date	
Tuition Fees	£
Tuition Fees paid	£
When did you apply for the visa?	
Why visa was refused?	
Is there any Deception/Fraud identified by the visa officer	
Did you apply for the appeal or administrative review? If no, why?	
Do you like to apply again? No admin cost for 2 <sup>nd</sup> time application. t and c contact us for full details.	



# Oxford College of Education

649 London Rd, High Wycombe, HP11 1EZ, Buckinghamshire, U.K

Phone Number: +44 1494 256340



Who paid your fees?	
What is the bank details to receive the refund?	
Is it your account?	
If not, your account please write an authorisation letter	

The Oxford College of Education provides educational services and are NOT immigration advisers. The College is not regulated to offer any immigration advice. If you require immigration advice, you should seek independent legal advice as the College cannot and do not offer any immigration advice. A list of government regulated immigration advisers can be obtained from the Office of the Immigration Services Commissioner (<http://oisc.homeoffice.gov.uk/>).

The College and its employees are not immigration advisers and therefore the responsibility for the validity and accuracy of a VISA application lies solely with the student. Please note that it is the student's sole responsibility to ensure that they meet the UKVI REQUIRMENTS.

The College cannot and will not be held responsible for any VISA refusal based on reasons which are within the student's reasonable control including, the student failing to provide the necessary documents, failing to demonstrate adequate financial support, submitting an incomplete application, false representations being made, or forgery of documents.

If a student's VISA application is refused due to fault attributable to the student, then there is no entitlement to a refund under our Refunds Policy.

This Policy must be read in conjunction with the Refund Policy and apply if only understand and agreed. Students' attention is particularly drawn to the fact that where they fail to apply for a refund 15 day prior to the Course Commencement Date, they will NOT qualify for a refund.

Students will NOT qualify for a refund where the student has obtained a VISA refusal for false representation being made, or forgery of documents



If a student's VISA application has been refused (for circumstances other than false representation being made, or forgery of documents) then the fees paid will be refunded less an administration charge of £350 (plus any courier and transfer charges) on production of the following documents:

- Copy of the VISA refusal letter
- Copy of the student's passport showing both a photograph and signature; and
- Where the payee was not the student, an original authority letter from the student authorising the repayment to the payee.

Where a student has failed to comply with the Refund Procedure, (Bullying - aggressive behaviour-violence -breach refund policy) they will NOT be eligible for a refund save in exceptional circumstances.

## DECLARATION

I hereby confirm that the information I have given is correct and complete, and that I have read, understood and agree to the terms, conditions and refund policy stated on this form.

I fully understand the entry requirements, fees, suitability and progression opportunities (where applicable)

I understand and accept that the College reserves the right to close or combine one class with another.

I accept that where the fee assessment process has determined I pay fees I will pay them or I will provide a formal letter of sponsorship from my employer or other sponsoring organisation. I also acknowledge that if my sponsor does not pay promptly I will be required to settle any outstanding fees.

I agree that if I am eligible and the College accepts me onto an instalment arrangement I will pay each instalment promptly as it falls due. I also understand that should I withdraw from the course(s) any outstanding payments remain payable and must be paid immediately.

Student Full Name

Parents Name (if under 18)

Signature

Parents Signature

Date

Date