Alexander College

Main Campus - Vancouver
#100-570 Dunsmuir St., Vancouver,
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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. Refusal of Study Permit form
2. Refusal Letter, issued by Citizenship and Immigration Canada (CIC)
3. Bank Information Request (if requesting a refund by wire transfer)
4. Letter of Authorization from the student (if the account is not in the name of the student)

STUDENT INFORMATION		
First Name	*Last Name*	*Student ID*

REQUEST DETAILS	
Refusal Type: ☐ Initial Study Permit ☐ Study Permit Extension *Refusal Date (DD-MMM-YY):* _____	*Requested Refund Method* ☐ Cheque ☐ Wire Transfer (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	$_____
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