Student Financial Services
Email : studentfinancialservices@alexandercollege.ca
Tel : (604) 435-5815
Fax : (604) 435-5895

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 Student Financial Services Office, prior to the start of classes.:

- Refusal of Study Permit form
- Refusal letter, issued by Immigration, Refugees and Citizenship Canada (IRCC). The date of the refusal letter must be subsequent to the issue date of the most recent Letter of Acceptance, Confirmation of Enrolment Letter or Continuing Studies letter.
- Electronic Funds Transfer (EFT) form, if applicable.
- Additional documents may be required, if necessary.

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) ☐ Convera (additional fees may apply) ☐ Flywire (additional fees may apply)

DECLARATION

✓ I declare that I have been refused a Study Permit by IRCC.

✓ I declare that the Refusal Letter attached is an authentic document, issued to me by IRCC.

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			
☐ Confirmation of Continuing Studies			

Office of the Registrar Signature	*Date*

Accounting Department Approval

Refund Method ☐ Cheque ☐ Wire Transfer ☐ Convera ☐ Flywire	*Refund Amount* $ _____
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