



# Prince Alfred College

## Refund Policy for International Students

*Inspiring  
Excellence*

[www.pac.edu.au](http://www.pac.edu.au)

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All cancellations of enrolment and requests for refund must be made in writing to the Headmaster, Prince Alfred College. Cancellations will take effect from the date the letter is received.

As outlined in the Letter of Offer (LoO) to International Students, "When the completed documentation and payment of the invoice is received, a 'Confirmation of Enrolment' (CoE) document will be provided for submission by you to the Australian High Commission to enable a Student Visa to be issued. Should the Immigration Department refuse an application for a Student Visa, all fees paid to the College, less an AU\$200 administration fee, will be refunded".

As per the Enrolment Agreement, "a student shall be withdrawn at the end of term and a full term's notice in writing must be given to the Headmaster, or his nominee, before the withdrawal of a student, or transfer of a boarder to the status of a day student. Failure to give such notice requires the payment of one term's fee, irrespective of the date the student may leave during the term".

To vary the condition of refund in exceptional circumstances, an application in writing should be made to the Headmaster for his consideration.

If an International Student enrolment is cancelled prior to commencing his studies, a full refund of tuition fees will be provided on approval of the Headmaster.