



# International Business University

Date:

Student Registration #

## Student Information

Student name:  Passport Surname  Passport Given name(s)

Course:

Course duration:  month / year  month / year

I would like to request a refund for the following reason:

<input type="checkbox"/>	Visa or Study Permit Rejection: Confirmation from the Immigration, Refugees and Citizenship Canada (IRCC)
<input type="checkbox"/>	Change of institution from IBU to others: Confirmation for new institution
<input type="checkbox"/>	Medical Reasons: Please State the Medical Condition: _____
<input type="checkbox"/>	Others, please specify

I have also submitted copies of the required supplementary documents

1. Copy of Letter of Acceptance (Required)
2. Completed Wire Transfer Information Sheet (page 2) (Required)
3. Copy of Visa/Study Permit Rejection Letter from Immigration Canada (Required for Visa or Study Rejection Refunds)
4. Copy of admission confirmation letter from other institute (Required for change of institution refund)
5. Copy of medical diagnosis and prognosis notarized in English (Required for Medical Reason Refunds)
6. Proof of Canadian Citizenship or Permanent Residence Status (Required for Canadian Status Change)
7. Others, if applicable

The student's tuition was paid in the following method:

- CIBC International Student Pay System

Refunds for CIBC International Student Pay System tuition will be processed through the CIBC Portal system. Because all banking details are retained in the initial tuition fee payment, no additional information is required.

- Traditional Wire Transfer - Refunds for wire transfer will be wired back with the same method. Please complete the below:

**Beneficiary Bank**

Bank Name	<input type="text"/>
Transit #	<input type="text"/>
Branch #	<input type="text"/>
Bank Address	<input type="text"/>
Swift Code	<input type="text"/>

**Beneficiary**

Beneficiary Name	<input type="text"/>
Beneficiary Address	<input type="text"/>
Account	<input type="text"/>
IBAN	<input type="text"/>

Total Amount remitted/deposited to IBU accounts.

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Applicant signature & date