

**CONTINUING STUDENT REFUND REQUEST FORM**

I would like to request a refund of the credit balance in my student ledger account at Columbia College because

\_\_\_\_\_

Student name: \_\_\_\_\_

Student number: \_\_\_\_\_ Birth date: \_\_\_\_\_

Your refund will be returned to you using the same method that it was originally sent to Columbia College. For direct deposit refunds, please complete the direct deposit form and send both forms to [accounting@columbiacollege.ca](mailto:accounting@columbiacollege.ca) using your Columbia College email. Please note that only original signatures will be accepted.

\_\_\_\_\_

Signature of Student

\_\_\_\_\_

Date Signed

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**FOR ACCOUNTING USE ONLY**

Net refund amount: \_\_\_\_\_

Bank service charge: \_\_\_\_\_

Administration fee: \_\_\_\_\_

Double/triple probation fee: \_\_\_\_\_

Forfeited tuition deposit: \_\_\_\_\_

Refund to be returned via:

Flywire

Direct deposit