Student Refund Request

Please return this form:
By email refundrequest@contacts.bham.ac.uk
In person Student Fees Enquiry and Income Counter, Room G8, B Block, Aston Webb Building
By post Student Fees, Finance Office, Edgbaston, Birmingham. B15 2TT.

Student Details

Student ID Number: ...........................................

Student Name: ...........................................................................

Contact Email: ...............................................................................

Payment Details

Payment Category: Accommodation / Tuition / American Loan – go to ‘Refund Details’ *

Payment Method(s): Card (Web or Other*) / Direct Debit / Cheque or Draft / Bank Transfer Other ........................................................................................................

Date of Payment: ...........................................................................

Amount Paid: £ ..........................................................

Refund Requested: £ ..........................................................

Refund Reason: ...............................................................................

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Refund Details

Please be aware that:
• If your payment was made by card, the refund will be made back to the original card used. If your card has expired we will contact you; do not enter credit/debit card details on this form.
• All other refunds will be paid directly into the original payer’s bank account; enter below.
• If you paid via Draft, you will be required to submit a copy of the remittance advice to show the original payer.

Account Holder(s): ..........................................................................

Address: ..........................................................................................

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Sort Code: ..................................................................................

Account Number: ..........................................................................

Bank Name: ..................................................................................

Bank Address: ..................................................................................

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FOR INTERNATIONAL PAYMENTS:

BIC (SWIFT): ........................................................................................ (required)

IBAN: ..................................................................................................