International House Refund Request

This form must be completed and returned to the office by the student claiming accommodation refunds. Any money owed will not be refunded by UNSW Treasury if the form is not completed.

Personal Details

Name		**Student number**	
Email address		**Contact number**	

Payment Details *(please select one method and fill out all details)*

EFT	**Bank name**		**BSB**	
	Account name		**Account number**	
AUD cheque	**Payee**		**Address**	
	Suburb		**Postcode**	**State**
Overseas (TT) Refunds for overseas students are via Telegraphic Transfer (TT) into overseas bank accounts.	**Country**		**Bank name**	
	Account holder name			
	BIS/SWIFT Code			
	Bank ID/SORT/ABA/ROUTING #			
	Bank Account #		**Check Digit**	
	IBAN			

Reason for refund

Claimant Declaration *(I declare that the payment details provided are correct and that I am the student claiming reimbursement).*

Claimant's signature	**Date**

Office Use Only

Description	Total	Completed by
Account Fund Dept ID Project	**$**	
3244 OP001 RESIDCOMM		

For finance use
Business Purpose: S0400 Expense Type: U000900 StarRezRef

Expense claim approval
If your school/unit requires your Manager or Head of School to approve this claim please obtain their signature. The Claimant's Declaration is accurate in all aspects and is in accordance with UNSW Policy.

Approver's name	**Signature**	**Date**