

Student Information

LEGAL LAST NAME		LEGAL FIRST NAME	
DATE OF BIRTH (MMDDYYYY)		KEYANO STUDENT ID# 000-	
EMAIL		PHONE NUMBER	
ADDRESS	CITY	PROVINCE	POSTAL CODE
REFUND REQUEST AMOUNT		TERM	YEAR (YYYY)

If requesting refund for one of the below, please indicate and include additional supporting documents:

Visa denial (please attach a copy of your IRCC denial letter)

Withdrawal/Drop (please attach copy of withdrawal form)

PLEASE NOTE: Refunds are processed based on the method of original payment. Please see below for additional information.

Credit Card – refunds must be issued back to credit card if original method was credit card.

TransferMate – refunds must be issued back through TransferMate if original method was TransferMate.

Cash, Debit or Online Banking – please complete Domestic or USA Banking Information on page 2.

Wire – please complete Domestic **or** International banking information on page 2.

Plastiq – please complete Domestic **or** International banking information on page 2.

Please note we do not refund in Cash.

For Cheque Refunds ONLY – applicable only if you originally paid cash, debit, or online banking from a domestic bank account.

Please hold the cheque for pick up.

Please mail the cheque to the address above.

Student Confirmation Statement – Signature Required*

I understand that all requested information must be provided for my refund to be processed in a timely manner, and that failure to attach supporting documentation may result in a delay of my refund.

STUDENT SIGNATURE	DATE
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For Office Use Only

1.Refund Type	Refund Amount	2.Refund Type	Refund Amount	3.Refund Type	Refund Amount
Original Method of Payment:					
CASH, DEBIT, ONLINE BANKING	CREDIT CARD	TRANSFERMATE	WIRE	PLASTIQ	
AUTHORIZED BY			DATE		

The personal information requested on this form is collected under the authority of section 65 of the Post-Secondary Learning Act and section 33© of Alberta's Freedom of information and Protection of Privacy Act and will be used for the purpose of admission, registration, issuing income tax receipts, scholarships and award, convocation, sending education information, library services, emergency notification, and for college research and planning. Certain personal information will also be disclosed to Statistics Canada to comply with the Statistics Act; Alberta Advanced Education to meet reporting requirements; Alberta Human Services for determining and monitoring student eligibility for their services; work experience and practicum sites to set up appropriate placements; Students' Association for the purposes of membership and information sharing; Syncrude Sport & Wellness Centre for the purposes of membership, Student Academic Support Services for the purposes continuous improvement of student academic success. For information about the collection and use of this information, contact the Registrar.

Beneficiary Information

Do you wish to have the refund issued to someone other than you?

YES

 please complete the Beneficiary Information below

NO

 Continue to banking information below

Beneficiary Information	Name							
	Address							
	City		Province		Postal Code			

I confirm that refund will be processed to beneficiary listed above

INITIAL

Domestic Banking Information

Please attached VOID cheque or direct deposit information, ensure name and address matches you or as indicated above your beneficiary. Please see below for example.

TD Canada Trust

How to Set up Direct Deposits or Pre-Authorized Debits

Customer Name

Your Name

Transit No.

Inst. No.

Account No.

Use the account details provided to set up Direct Deposits and Pre-Authorized Debit Payments.

Direct Deposit

Direct Deposit is the most convenient way to receive recurring deposits (i.e. pay, pension, government payments, annuity, interest, etc.) with immediate access to funds. There are no holds on your funds or a need for special trips to your local branch or ATM to deposit your cheques.

To set up a Direct Deposit with the federal government:

1. Visit [www.directdeposit.gc.ca](#) for a Government of Canada Direct Deposit enrolment form and use your account information from the fields above when completing the form.

2. If you do not have a cheque to void, have your local TD Canada Trust branch stamp the enrolment form.

3. Once complete, mail the enrolment form to the address provided.

Note: Additional information may be required on the form such as your Social Insurance Number or date of birth. The form includes a toll free number for support with completing the form.

JAMES C MORRISON

MARY A MORRISON

1765 SHERIDAN DRIVE

TORONTO, ON M5H 2R1

DATE

20

DDMMYYYY

Pay to the order of

\$

CIBC

CANADIAN IMPERIAL BANK OF COMMERCE

BAY AND DUNDAS BANKING CENTRE

595 BAY ST.

TORONTO, ON M5G 2C2

VOID

International Wire Information

If your initial payment method was wire transfer, please attach a Bank Letter provided by your Financial Institution.

Ensure you have the following information provided on Bank Letter prior to submitting your refund request or we may not be able to complete your request. Please see below for example.

☐ Account name and address on bank letter matches you or as indicated above your beneficiary

☐ Bank Name and Address

☐ Account Number

☐ SWIFT Code

☐ IBAN Number

☐ ABA Routing Number

BANK DETAILS :

NAME ON ACCOUNT: Joseph Smith

ADDRESS- 123 Main Street, Bangalore, 560052, India

CITY- BANGALORE

COUNTRY- INDIA

POSTAL CODE- 560052

ACCOUNT NO- 999999999999

BANK- INDUSIND BANK LTD

SWIFT- INDABCDEF GH

BANK NAME - INDUSIND BANK LTD

BANK ADDRESS- PNA HOUSE MUMBAI IN

CURRENCY- CAD

COUNTRY- INDIA

Nium Forex India Private Limited

Nium Forex

Nium Forex India Private Limited

(Formerly known as Wirecard Forex India Private Limited)

Authorised dealer category II

CIN: U63000KA2011PTC061735 | GST: 03AAECG5258K123

Branch First Floor, SCO 23, 97 Acre Scheme, Tel : +91 183 4001623

HDFC BANK

HDFC Bank Limited

VPO- Mulana,

District -Ambala,

Haryana - 133 203.

To Whom So Ever It May Concern

This is to certify that Mr. Joseph Smith I is maintaining saving account with our bank.

These are the particulars:

Name: Joseph Smith

A/c no: 9999999999999999

Address: HOUSE NO. VILLAGE TANGAIL

BARARA AMBALA- 133203

Branch: HDFC Bank, Mullana

IFSC code: HDFC1234567

Swift code: HDFC4ABC

This certificate is issued on the request of account holder, without any guarantee or responsibility on the bank or any of the officers.

Thanking you.

BHAVNEESH AHUJA

Branch Manager

Code : 999999

Hdfc Bank Ltd, Mullana

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