

國際使者文教學校學生退費申請表格
Ambassadors Multicultural Chinese School
Refund Application Form



P. O. Box 3853, Marsfield, NSW 2122 Tel: 0413496902 Email: ammiamcs@gmail.com

學生姓名 _____ 就讀分校 _____ 班別 _____
 Student's Name : _____ School Branch: _____ Class: _____

已繳費用 _____ 申請退費日期 _____
 Fee Paid: \$ _____ Date of Refund Application lodged: _____

退費理由 _____
 Reason for Refund: _____

退學政策/ Withdrawal Policy:

- 該學期開始前書面申請退款，可獲退還已繳學費，但需扣除\$20行政費。
- 開學四周內申請退學，可獲退還已繳學費的50%；
- 開學四周後申請退學，均不獲任何退款。
- Paid school fees can be refunded if a withdrawal application is lodged before commencement of the semester. Please note that a \$20 admin fee will be applied on this withdrawal.
- 50% of school fee paid will be refunded for withdrawal application lodged within the first four weeks of the semester.
- No refund of school fee paid for withdrawal application lodged after four weeks of the semester.

退費將透過銀行轉帳直接存入以下你所提供的銀行帳戶。

Fee will be refunded through direct transfer into the nominated bank account provided below:

BSB No: _____

Account No.: _____

Account Name (Please print name) : _____

家長/監護人姓名 _____ 簽名 _____
 Name of Parent / Guardian: _____ Signature: _____

請將填妥之退費申請表格電郵致 Please email the completed form to: ammiamcs@gmail.com

Office Use Only

審核人 _____ 審核日期 _____ 退款轉帳日期 _____
 Approved by : _____ Date: _____ Date of Refund Transfer: _____

備註 / Remarks: _____