

Application to review a refund/re-credit decision

Who should use this form?

You should use this form if:

- > You have previously lodged an Application for Refund and Re-credit of FEE-HELP Balance form with TAFE SA
AND
- > You are not satisfied with the outcome of your application
AND
- > You wish to have the decision reviewed.

How do I apply for a review?

- > Complete all sections of this form
- > Attach additional documentation to support your application. TAFE SA has kept your original Application for Refund and Re-credit of FEE-HELP Balance with its supporting documents and will use this together with your additional documents to assess your application
- > Submit this form and supporting documents within 28 days of receiving the original decision:

Via email to feehelp@tafesa.edu.au

Via post to:

VET-FEE HELP
TAFE SA
137 Days Road
REGENCY PARK SA 5010

1. Personal details

Surname:	Given Names:	Date of Birth:
Student ID:	Email:	
Postal Address:		
Daytime Phone:	CHESSN:	

2. Reason for applying for a review of a refund/re-credit decision

(Please attach additional page if required)

3. Additional evidence submitted to support application for a review

(Please list)

4. Declaration

- > I wish to apply for a review of the decision made regarding my Application for Refund and Re-credit of FEE-HELP Balance
- > I declare that the information I have given on this application is correct. I understand that if I knowingly make any false or misleading statements, my application will be disregarded.

Signature:

Date: