



Refund of Tuition Fee Deposit Form

University of Nottingham Malaysia

All Foundation, Undergraduate and Postgraduate Taught applicants who have been given an offer for a place are required to pay a tuition fee deposit of RM1,000 (Malaysian offer holders) or RM2,000 (International Offer Holders) within a 4-week deadline.

The University will refund the tuition fee deposit (minus administrative fee) if you have a conditional offer but fail to satisfy the academic conditions. **Please note that the refund of the tuition fee deposit will only be considered once you have obtained a reject letter from the University.**

- Malaysian Offer Holders – Tuition Fee Deposit (less RM150 administrative fee)
- International Offer Holders – Tuition Fee Deposit (less RM200 administrative fee)

The deposit is non-refundable in any other circumstances and the request for the refund must be made within one (1) academic year.

Important Notes on the Refund:

The refund process will take about two (2) months upon submission of the relevant documents. You will receive an e-mail from the Finance Office with the details after the refund has been initiated.

Please return the complete documents via e-mail to admissions@nottingham.edu.my

For further enquiries, kindly contact the Admissions Office at +60 3 8924 8668 (Admissions Hotline)

FOR OFFICE USE ONLY

Remark(s):

Decision:

Checked and verified by:

Final Check and verified

Name:

Head of Admissions

Date:

Date:

For us to be able to process your refund, please provide the following details:

Personal Details	
Full Name <i>(as per NRIC/passport)</i> :	Nottingham ID:
Programme Applied for:	Intake and Year:
E-mail <i>(please write clearly as this will be the e-mail address to which the University will send all correspondence)</i> :	
Account and Bank Details <i>(please provide Swift code, Sort Code or IBAN No. for overseas bank)</i>	
Name of Account Holder:	Bank Account No:
Name of Bank:	Address of Bank <i>(please provide full address)</i> :
Swift Code, Sort Code, IBAN No.:	
To assist with overseas bank transfer, please provide additional details of your account (such as ABA routing, IFSC Code, card number and correspondence bank for USD currency) as applicable.	
In addition to the information above, if the applicant is not the named account holder , please provide the following information to assist with the processing of the refund	
Relationship of the Account Holder with the Applicant:	Date of Birth of the Account Holder:
Current Address of the Account Holder:	Nationality of the Account Holder: