

REFUND REQUEST FORM

Refund requests will only be processed where an applicant has attached their most recent offer letter, NCI fees receipt and MT103/swift copy.

SECTION 1: STUDENT DETAILS

Title First name	Surname
Mobile No.	Email
Nationality	Country of Residence
Application ID / Student ID	Course
Method of payment Cohort Go Bank transfer	TransferMate Credit card

SECTION 2: REFUND DETAILS (ONLY TO BE COMPLETED WHERE PAYMENT WAS MADE BY BANK TRANSFER OR COHORT GO)

These bank details must match the account the funds originate from. If details do not match the refund cannot be processed.

Bank Details	
Account Holder Name	Branch Code
Bank	Account no
Branch Address	Swift Code

FOR NCI USE ONLY			
Internal Reference	Recommended by		
Refund amount Amount Paid to NCI Admin Fee Refund Due		Reason for refund	
1st Approval 2nd Approval			
Cheque no	Cheque Amount	Cheque Date D /	

Data Protection Notice: Any personal data provided to the National College of Ireland ("NCI"), through or in connection this application form will be processed by NCI as data controller for the purposes of assessing your application and, if the application is successful, for related student administration. For further information on how the NCI uses your personal data and in relation your data protection rights and how to contact the NCI data protection officer, please refer to the NCI Data Privacy Statement, which is available at www.ncirl.ie