



I apply for a membership refund regarding

The academic year	€ 64
The Autumn term	€ 32
The Spring term	€ 32

Reason for the request

I have not enrolled for the term in question

I am a doctoral student

I have paid the fee twice

Other reason: _____

Receipt of the payment made attached (and a certificate of absence)

I have read the terms and conditions for refund (next page)

Personal details

Name: _____

Phone: _____

Address: _____

Bank account number (IBAN-format with BIC/SWIFT):

E-mail: _____

Date: ____ / ____ 20____ Place: _____

Signature: _____

Filled in by the Student Union:

Date of arrival: ____ / ____ 20____

The sticker: has been replaced
 has been removed

Refund approved: yes, €_____
 no

Signature: _____



Deadline

Please bring the request form and the required attachments to a Student Union office, Tavastgatan 22, 20500 Åbo or Åbo Akademi Studentkår, Havtornen, Inre hamnen, 65100 Vasa no later than the **30 September** (Autumn term) and the **28 January** (Spring term). If the student has not registered as present during the regular time of enrolment, the request is to be handed in no later than **one month** from the date of the payment.

Graduation or discontinuing of studies

The fee for the spring term is refunded in case of a discontinuance or graduation before the end of the year. The receipt of paid student union membership fee and a transcript of graduation or discontinuance of studies are needed in order to get the refund. Before the refund is granted, the student has to bring its student card to a student union office. The one-year sticker will be replaced with a half-year sticker or removed. The same procedure is to be followed if the student changes their mind after registration for the whole academic year no later than one month after the payment is made and wish to register as absent for one of the terms.

Wrongful payment

In case of a wrongful payment the difference is refunded by request.

For more information, please contact The Student Union's office.