

TAIPEI TECH Chinese Language Training Center

School Fee Refund Application Form

* For your rights and interests, please fully understand the refund policy.

Name		Phone Number	
Class	(by the center)	ID Number/ Passport Number	
Date	____ (date) ____ (month) ____ (year) ☐ before the course ☐ no more than 1/3 of class hours ☐ more than 1/3 class hours ☐ others		
Reasons of Refund	☐ personal reasons ☐ the change of course (materials, teacher, time...etc.) does not work for me ☐ no class available (full refund) ☐ too expensive ☐ others : _____.		
Receipt/ Refund State	☐ by cash ☐ by ATM, with no receipt		
Type of Remittance (* Account name should be identical to the name of applicant)			
Account Name			
☐ Bank	Name of Bank		Name of Branch
☐ Post office	Account Number		
Signature of applicant			Note Please enclose a copy of your bank book with the application form for reference.
	☐	90 % of refund (including credit fee and all the others) if apply before the class starts	
	☐	50 % of refund (including credit fee and all the others) if apply before 1/3 of class hours from the start of the class	
	☐	No refund if apply after 1/3 of class hours from the start of the class	
	☐	Full refund if the class is not available	
	☐	Return the money that is overpaid	
Total Amount of Refund	_____ NTD		

◎ working time for refund will be around 2 weeks or more (from the date of application)

◎ Contact number : 02-27712171#1720、1706、1707

※ The refund policy abides by the law released by Ministry of Education.