Notice of Withdrawal 2021

After acceptance of the offer of a place at University College for the 2021 academic year, you may withdraw from the Accommodation Contract.

You must notify the College by completing the details below and forwarding this form to the College by **no later than 31 January 2021.** The resident will then be eligible for a total refund of $390.00 which is made up of 50% of the ***Student Placement and Activities Fee*** as outlined in the ***Contract Payment Schedule*** in the ***University of Otago Accommodation Contract***. Restricted entry courses, which will be dealt with on a case by case basis.

NOTE: Any refund will be paid back to the credit card or bank account from which the original payment was made. Refunds are usually actioned on the 20th of the month following receipt of the notification.

1. DECLARATION

I wish to withdraw from the 'Accommodation Contract' for residency during the 2021 academic year. I understand that if notification of withdrawal is received by the College on or before **31 January 2021.** I will receive a total refund of $390.00 as outlined above. UE not achieved 100% refund.

Last Name: _____ First Name: _____

Contact Telephone No: _____ Email Address: _____

☑ ***For statistical purposes, we would appreciate it if you would please indicate below your reason for withdrawing from University College:***

- ☐ Received scholarship from another University: Which University? _____
- ☐ Attending another University: Which University? _____
- ☐ Attending Otago University, but have found alternative private accommodation.
- ☐ Cannot afford to attend the University of Otago.
- ☐ Cannot afford to live in a Residential College.
- ☐ Attending Otago Polytechnic or Foundation Year.
- ☐ Do not have the necessary entry requirements for University.
- ☐ Taking a Gap Year.
- ☐ Other (please state): _____

☐ I wish to withdraw from the place I have previously accepted at Arana College for 2021. Please Direct Credit the refundable portion of the Student Placement and Activities Fee to the bank account below. Please attach a printed deposit slip or the top of a bank statement.
N.B. Any Placement and Activities Fees paid by credit card will be automatically be paid back to the original card.

Bank Account Number: ☐☐ ☐☐☐☐ ☐☐☐☐☐☐☐ ☐☐☐

Bank *Branch* *Account* *Suffix*

Name on Bank Account: _____

Date: _____

Resident signature: _____

Account Holders signature: _____

IMPORTANT: Failure to have **both** the Resident/Student & Account Holders signatures may prevent us from being able to process any refund.

☛ **Please send completed form to Arana College, 110 Clyde Street, Dunedin 9016 or info@arana.ac.nz**