



**Mission:** To inspire learner success and community development through innovative learning in an inclusive and diverse environment.  
**Vision:** Ever to excel in a global society.  
**Values:** We value learner achievement, academic excellence and personal growth founded on our longstanding principles of: people-centred and respect, accountability and integrity, inclusiveness and collaboration, continuous self-improvement, innovation and pride.



## REFUND REQUEST FORM FOR INTERNATIONAL (Visa) STUDENTS

Please complete this form and attach it to an email to our Admissions Team at [admissions@lakelandcollege.ca](mailto:admissions@lakelandcollege.ca) indicating your intention to withdraw. If you are currently attending Lakeland you must also complete a "Withdrawal from College" form available in Student Services.

<b>REFUND INFORMATION:</b>			
Student First Name		Student Last Name	
Student ID #		D.O.B. (MM/DD/YYYY)	
Address			
City/ Province			
Country		Postal Code	
Phone		Email Address	
Mailing Address (if different than above)			
Authorized Representative Name (if applicable)			

<b>REASON FOR REFUND: (check one)</b>	
<input type="checkbox"/>	Visa denial (please submit a copy of your visa denial letter in addition to this form)
<input type="checkbox"/>	Attending another institution (please submit a copy of Letter of Acceptance from other institution in addition to this form)
<input type="checkbox"/>	Other (please specify):  

**PLEASE NOTE:** Refunds are processed based on method of original payment. When possible, credit card payments are refunded to the credit card. Payments made by cash, cheque, debit card or non-refundable credit cards are refunded by cheque in Canadian funds. Payments made via Flywire are refunded via Flywire. The tuition deposit payment is non-refundable.

<b>METHOD OF ORIGINAL PAYMENT MADE BY: (check one)</b>			
Credit Card (check one)	<input type="checkbox"/> VISA	<input type="checkbox"/> MasterCard	
<input type="checkbox"/>	Cash	<input type="checkbox"/>	Debit
<input type="checkbox"/>	Flywire	<input type="checkbox"/>	Cheque
Original Payment Date: (DD/MM/YYYY)			

**PLEASE NOTE:** Refunds cheques will be sent by regular mail at no charge. If you want to have your cheque sent via courier, you will be charged a \$50 fee which is deducted from your refund.

Check one:     Send refund cheque via regular mail (no charge)     Send refund cheque via courier and deduct the \$50 fee from my refund

STUDENT SIGNATURE: \_\_\_\_\_ Date: \_\_\_\_\_