

# Refunds & Reversal of Loan Debt

Am I eligible to apply for a refund or reversal of loan debt for the cost of a unit I have failed?

*We can advise you of the special circumstances necessary for a refund/reversal, and assist you in the application.*



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If you have failed a unit because your ability to maintain your studies was affected by events or circumstances that you could not predict before the census date, in limited circumstances you are able to make a request for:

- refund fees paid upfront **or**
- notify the government to reverse a HELP loan debt

If your fees are paid by a sponsor, Monash will notify and pay your sponsor the refund.

## Am I Eligible?

You can only apply if:

- your circumstances changed after the census date
- you were not able to discontinue your study prior to census date
- you did not pass the unit

## Special Circumstances

The special circumstances must:

- make their full impact after the census date
- be unusual, uncommon or abnormal
- be beyond your control, and
- make it impractical for you to pass the unit

## Examples

Special circumstances may include:

- medical reasons—illness occurring or worsening after the census date
- family reasons—death, illness, an unexpected or severe change in financial situation
- employment-related reasons—compulsory transfer or change of hours
- course-related reasons—restructure of course

## How Do I Apply?

- You must provide appropriate supporting documentation—death certificate, medical certificate etc.
- Fill out an application available at: [www.monash.edu.au/connect/assets/docs/forms/remission-debt.pdf](http://www.monash.edu.au/connect/assets/docs/forms/remission-debt.pdf)

Applications must be submitted within 12 months of the discontinuation date or within 12 months of the last day of that unit's semester.

You should be advised of the outcome in writing within 20 working days. If your application is not approved, you are able to request a review.

## For Further Questions And Advice:

MONSU Caulfield Student Rights + Support

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W: [www.monsu.org](http://www.monsu.org)