

Application Fee Refund / Cancellation Form

Terms and Conditions of the Application Fee

- a) The application fee payment is subject to a 14 day cancellation period, during which you may receive a full refund.
- b) You have the right to cancel your application without giving any reason if the cancellation request is made within 14 days (the "Cancellation Period") of the date of the payment acknowledgement email sent to you.
- c) To exercise your cancellation right, it is sufficient for you to send your request to cancel to the University in writing at: Postgraduate Admissions Office, Student Services Centre, Bene't Street, New Museums Site, Cambridge CB2 3PT (or by email to: pg.admissions@admin.cam.ac.uk). You should mark the communication "Refunds and Cancellations".
- d) You may use this cancellation form, but it is not obligatory.
- e) The University will make the reimbursement without undue delay, and no later than 14 days after the day the University received cancellation confirmation from you.
- f) The University will make the reimbursement using the same means of payment as you used for the initial transaction, unless you have expressly agreed otherwise. In any event you will not incur any fees as the result of the reimbursement.
- g) For the avoidance of doubt, where performance of the contract has commenced during the Cancellation Period, with your express consent, you will be required to pay the University an amount which is in proportion to what has been performed until cancellation is communicated to the University. The right to cancel the contract no longer applies in the event that the contract has been fully performed during the Cancellation Period, provided that the University obtained your express consent to commence the contract during the Cancellation Period.
- h) After the 14 day cancellation period your application fee cannot be refunded even if your application is withdrawn or is unsuccessful.

Cancellation Form

To: Postgraduate Admissions Office, Student Services Centre, Bene't Street, New Museums Site, Cambridge CB2 3PT (or by email to: postgraduateadmissions@admin.cam.ac.uk), marked Refunds and Cancellations

I hereby give notice that I have withdrawn my application within 14 days of payment of the application fee. I have therefore cancelled my contract, and request a refund of the Postgraduate Application Fee.

Payment made on the following date:.....

Payment Reference Number: AZBB.....

Application Number: 10.....

Name of Applicant:.....

Address of Applicant:.....

Signature of Applicant (only if this is notified on paper):.....

Date:.....