**APPLICATION FOR REFUND OF THE SEMESTER FEE**

**The application, including attachments, must be sent to your faculty.   
  
Application deadlines:**

* **Autumn semester: 15 September**
* **Spring semester: 15 February**

Application regarding refund of the semester fee due to overpayment.  
E.g. when you by mistake have paid too much or double fee. Semester: \_\_\_\_\_\_\_\_\_

Application regarding refund of the semester fee for the current semester.   
E.g. You are not studying/ taking any examinations at OsloMet this semester.   
 **Attachment:** ***Semester card or receipt confirming payment of the semester fee for the applicable semester.***

Application regarding refund of the semester fee for the current semester due to payment of the semester fee to another Student Welfare Organisation, in addition to SiO.Attachment**:** ***Receipt for all semester fees you have paid***.   
  
**Other:**

|  |  |
| --- | --- |
| Surname, First name | Student ID number |
| Address | |
| Postal code | Postal area |
| Bank account number/International bank account number (IBAN):  SWIFT/BIC:  **(the amount will be refunded to this account)** | |

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***The original receipt must me enclosed. All fields must be completed***.

**To be completed by the faculty:**   
***All amounts applicable for refund must be completed by the faculty.***

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| OsloMet | | | Mottaksreg.nr.: | | | | |
| Dim 0 | Dim 1 | Dim 2 | Dim 3 | Dim 4 | Dim 5 | Av |  |
| Artskonto | Budsjett | Formål | Invent/Pers | Prosjekt | Arb.ordre | MVA | Beløp |
| 2992 (SiO) |  |  |  |  |  |  |  |
| 2991 (SAIH) |  |  |  |  |  |  |  |
| 3232 (kopi-avgift) |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |
| Dato:  Att: | | | Dato:  Anv: | | | | |