UNIVERSITÀ
DI SIENA
1240

To the Rector

Student no. _____

I, the undersigned, _____Tax ID (*codice fiscale*)_____

Born in _____ Country _____ on _____

Resident in (*full address*)_____ Postal code _____ Country _____

Corresponding to the course _____

REQUEST THE REIMBURSEMENT OF FEES AND DUES FOR THE FOLLOWING REASON:

☐ course cancellation for failure to reach the minimum number of participants indicated in the call for applications

☐ ascertained failure to meet admission requirements after normal course registration and online enrolment online

☐ Double payment of fees _____

☐ Other: _____

This form must be sent by email to gestione-tasse@unisi.it , using exclusively your institutional email account …….@student.unisi.it

Where possible, the Administration will offset any amount granted against the next eligible instalment.

If such an offset is not possible, the refund will be issued using the payment details provided by the student in their Online Student Secretariat (Home page / Personal Details: residential address, administrative details, refund method, bank account details, etc.).

The only accepted refund methods are strictly limited to the following: bank account (RBB), postal account (RBP), or a payment card with an IBAN, **held solely or jointly in the applicant's name**.

Failure to provide all the required information will prevent the refund from being processed.

Place_____ , date _____

Legible Signature _____