



# Membership fee refund application

With this form, you can apply for a partial or full refund of the Student Union membership fee. The application for membership fee refund must be delivered to the JYY Central Office by the end of September if it applies to the fall semester, and by the end of January if it applies to the spring semester.

Name   
Email

Address

## Bank Details

For banks in EU countries, enter IBAN and BIC/SWIFT code.

For banks in non-EU countries, enter bank account number and BIC/SWIFT code (if known).

IBAN code

Bank Name

BIC/SWIFT code

Bank Address  
(if you have it)

Bank account

Name of the account holder (if other than yourself)

## I'm applying for a refund of... (pick one)

- Membership fee for the whole academic year (including FSHS health care fee)
- Membership fee for the Fall semester (including FSHS health care fee)
- Membership fee for the Spring semester (including FSHS health care fee)
- FSHS health care fee for the whole academic year
- FSHS health care fee for the Fall semester
- FSHS health care fee for the Spring semester

## Total amount

€

Please make sure that the amount you enter is the right one! It should be exactly same as the amount of membership fee / health care fee or same as the amount you have paid (in case you have paid an incorrect amount).

## Reason for applying the refund (pick one)

- Incorrect payment
- I have already graduated
- I have enrolled as absent
- Other reason: Please specify
- I study in two universities and I have already paid the FSHS health care fee as a part of the other student union's membership fee.
- I'm a postgraduate student, but I accidentally paid the amount of Master's degree students

Continued on the reverse side!



# Membership fee refund application

## Attachments

- Receipt for the payment of membership fee (**compulsory**)
- Receipt for the payment of the membership fee of another student union (in case you are applying for a refund of FSHS health care fee). Please note that JYY can refund you only if the JYY membership fee was the last one you paid. If you paid it first, you must apply for the refund from the other student union.
- A copy of bank account transaction record (in case you are applying for a refund of FSHS health care fee and you have paid both membership fees the same day), for example a computer screenshot.

## Signatures

\_\_\_\_\_

Date	Place	Applicant's signature	Acceptor's signature (please write nothing here)
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**Kirjanpitomerkinnot: Please write nothing here!**

_____	_____	D _____	_____	_____	D _____
_____	_____	D _____	_____	_____	D _____

## Fill-in instructions

With this form, you can apply for a partial or full refund of the Student Union membership fee or the FSHS health care fee (included in the membership fee). The fee is refunded if there is no valid reason for collecting it. Such circumstances are, for example, enrolling as absent, paying the fee twice, studies elsewhere, postgraduate studies, and an incorrect payment.

You can apply for a refund of the FSHS health care fee if you study in two Finnish universities and you have already paid the health care fee as a part of the other student union's membership fee. Please note that only the student union which received the last payment will be able refund the health care fee. You'll need documents that prove the order in which you have paid the fees.

In unclear cases, the final decision is made by the Board of Executives of the Student Union.

In case a Master's degree student graduates by the end of September, her/his student union fee will be refunded if the student applies for it. Correspondingly, the fee for the Spring semester will be refunded if the student graduates by the end of January.

The application for membership fee refund must be delivered to the JYY Central Office by the end of September if it applies to the fall semester, and by the end of January if it applies to the spring semester.

A receipt for the payment of the membership fee must be attached to the application. When you return the application, the sticker of the ongoing semester is removed from your student card and it is no longer in use

Further information and returning the application:  
JYY Central Office

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+358 50 430 6747 | [jyy@jyy.fi](mailto:jyy@jyy.fi)