

Refund Policy

1. Purpose

This Refund Policy outlines the conditions under which refunds may be issued to students who have enrolled in any course or program at the International Academy of Business and Technology (IABT). The aim is to provide clarity and fairness regarding tuition and associated fee payments.

2. Non-Refundable Fees

The following fees are strictly **non-refundable** under any circumstances:

- Application/Registration Fee
- Administration Fee
- Medical Insurance
- Medical Check-up
- Visa Processing Fee
- Any other miscellaneous non-tuition fees

3. Tuition and Materials Fee Refund Policy

a. Cancellation more than 60 working days before Course Start

- Full refund of tuition and materials fees only
- Admin and visa processing charges will be deducted

b. Cancellation between 60 and 45 working days before Course Start

- 50% of tuition fees will be refunded
- No refund for admin, visa processing, or other non-refundable fees

c. Cancellation less than 45 working days before Course Start or after Course Commences

- No refund of any fees (tuition, materials, or otherwise)

d. Visa Refusal Cases

If your student visa application is refused, the following conditions apply:

a. Refusal Due to Fraudulent Documents supplied by the Student

- Only 50% of the full fees (including tuition and accommodation) will be refunded

b. Refusal Due to Failed Medical Test

- No refund if the failure is due to the use of prohibited drugs

c. Refusal Due to Other Reasons (No Fault of Student)

- If refusal occurs before entering Malaysia, a full refund of tuition fees will be provided
- Admin, registration, and visa processing fees are non-refundable

d. Course Deferral and Subsequent Cancellation

If a student defers their course start date and later cancels:

- The original course start date will be used to determine refund eligibility, not the deferred date

e. No-Show or Incomplete Attendance or Incomplete Course

If a student fails to attend or does not complete their course of study, IABT is not obligated to refund any portion of the fees paid.



7. Course Cancellation by IABT

In the unlikely event that IABT cancels a course before it commences, students will be:

- Offered an alternative course within IABT
- If no suitable alternative is found, a full refund of all unused tuition fees will be considered

8. Refund Request Process

- All refund requests must be submitted in writing to the Finance Department at: Campus Address or by email to accounts@iabt.edu.my
- Processing time: within 28 working days from the date of application
- Refunds will only be issued to the original account from which the payment was made unless authorised by the student

9. Contact Information

For more information or to submit a refund request, please contact:

Finance Department

International Academy of Business and Technology (IABT)

Email: accounts@iabt.edu.my

Note: This policy is subject to revision without prior notice. Students are encouraged to regularly review the most recent version available on the IABT website or at the administration office.