

[Your Name]

[Your Email Address]

[Your Phone Number]

[Your Address]

[City, State, Zip Code]

[Date]

Udemy Support Team

[Udemy Contact Email or Address]

Dear Udemy Support Team,

I hope this message finds you well. I am writing to formally request a refund for the course titled "[Course Title]," which I purchased on [Purchase Date].

Unfortunately, I have found that the course does not meet my expectations due to [briefly explain the reason, e.g., lack of content, not as described, etc.].

According to your refund policy, I am eligible for a full refund within [number of days, usually 30] days of purchase. The transaction ID for my purchase is [Transaction ID].

I would appreciate it if you could process the refund at your earliest convenience. Please let me know if you need any further information to assist with my request.

Thank you for your attention to this matter.

Sincerely,

[Your Name]