

International Students Defer, Suspend or Cancel Enrolment Form

VET AND HIGHER EDUCATION

CRICOS – QLD & VIC: 00231G NSW: 03132G WA: 02492C

This form is to be used when an international student:

- Requests deferral of course start date
- Requests suspension of a course
- Applies to change course
- Applies to cancel enrolment

Please refer to the Deferring, Suspending or Cancelling Enrolment Policy – International for further information.

International students studying on a student visa must be aware that any change to their enrolment may affect their student visa.

1. Personal Details

Title: Mr Mrs Ms Miss Dr Other

First Name: _____

Family Name: _____

Date of Birth: (DD/MM/YY) _____

Student Number: _____

Address: _____

Postcode: _____

Phone: _____

Email: _____

Course Title: _____

Campus: _____

Current Expected Course Completion Date: _____

2. Course Deferral

I wish to defer the commencement of my course
from / / to / /

If you wish to defer the commencement of your course you must demonstrate that special circumstances (compassionate and compelling circumstances) apply. Please attach a completed application for special circumstances form and other supporting documentation to this completed form.

Note: international students may only defer commencement of their course for a maximum of 6 months and special circumstances must apply.

3. Course Cancellation

I wish to cancel my enrolment as of / /

Please refer to the Refund Policy – International for further information regarding refunds

International student visa holders only – Cancellation of a course will result in cancellation of the relevant CoE.

Reasons for Course Cancellation

Your feedback is important to us, please provide reasons for your request to cancel course:

4. Course Suspension

I wish to suspend my course
from / / to / /

If you wish to suspend your course you must demonstrate that special circumstances (compassionate and compelling circumstances) apply. Please attach a completed application for special circumstances form and other supporting documentation to this completed form.

